

Watauga County Board of Education

OFFICE OF THE SUPERINTENDENT
MARGARET E. GRAGG EDUCATION CENTER
175 PIONEER TRAIL BOONE, NC 28607

TEL: (828) 264-7190
FAX: (828) 264-7196

WATAUGA COUNTY BOARD OF EDUCATION MEETING

August 13, 2018

5:30 P.M.

5:30 1. **CALL TO ORDER** Board Chair

5:32 2. **CLOSED SESSION**

- A. Approval of Minutes
- B. Reportable Offenses – N.C.G.S.115C-288(g)
- C. Student Records - N.C.G.S.143-318.11(a)(1)
- D. Personnel – N.C.G.S.143-318.11(a)(6)

6:00 3. **OPEN SESSION/WELCOME/MOMENT OF SILENCE** Board Chair

03 4. **DISCUSSION AND ADJUSTMENT OF AGENDA** Board Chair

6:06 5. **PUBLIC COMMENT** Board Chair

Note: Anyone who wishes to address the Board should sign the Public Comment Roster

6:08 6. **SUPERINTENDENT'S REPORT** Dr. Scott Elliott

6:13 7. **CONSENT AGENDA**

- A. Approval of Minutes for 7/9/18 Dr. Scott Elliott
- B. Field Trip Approvals
- C. Surplus Declaration Request
- D. 2018-2019 Current Expense and Capital Outlay
- E. Approval of Fees for After School Program 2018-2019
- F. Title I Proposed Budget
- G. Memorandum of Understanding with the Town of Boone
- H. Agreement between Watauga County Board of Education and the Town of Blowing Rock for the Police School Resource Officer Program
- I. Personnel Report

8 8. **PRESENTATION OF STUDENT ACHIEVEMENT DATA** Ms. Tamara Stamey

----- BREAK -----

6:58 9. POLICIES: SUBSTANTIVE CHANGES FOR FIRST READ

Dr. Wayne Eberle

3565-8307 Title I Program Comparability of Services
5010 Parent Organizations
5070-7350 Public Records – Retention, Release, and Disposition
8300 Fiscal Management Standards
8325 Daily Deposits
8510 School Finance Officer
9125 Participation by Minority Businesses
3460 Graduation Requirements

6:43 10. POLICIES: SUBSTANTIVE CHANGES FOR SECOND READ

Dr. Wayne Eberle

4316 Student Dress Code
4328 Gang-Related Activity
4400 Attendance
6420 Contracts with the Board
6421 Pre-Audit and Disbursement Certifications
8220 Gifts and Bequests

7:00 11. BOARD OPERATIONS

7:15 12. BOARD COMMENTS

7:20 13. ADJOURNMENT

7:25 14. MISCELLANEOUS INFORMATION

August 14 – Convocation 9AM, with light Breakfast, Benefits, and Heath Fair at 7:30
August 20 – School begins



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TEL: (828) 264-7190
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DATE: July 9, 2018

PRESENT:

Ron Henries, Brenda Reese
Jay Fenwick, Jason K. Cornett, and
Gary Childers
Dr. Scott Elliott, Superintendent,

TIME: 5:30 p.m.

PLACE: Margaret E. Gragg Education Center

CALL TO ORDER

Ron Henries, Board Chair, called the meeting to order at 5:30.

CLOSED SESSION

Mr. Henries called the meeting to order in closed session under N.C.G.S. 115C-288(g) Reportable Offenses, and N.C.G.S. 143-318.11(a)(1) Student Records

OPEN SESSION

The meeting was called to order in open session at 6:00 PM by Board Chair, Ron Henries. He began the meeting with a moment of silence.

DISCUSSION AND ADJUSTMENT OF AGENDA

Dr. Elliott noted that there was an addendum to the personnel report, and that following the Board Attorney's review, an updated version of the Memorandum of Understanding with the Town of Boone would be added. A motion was made by Jay Fenwick and seconded by Jason Cornett to approve the agenda as modified. The motion was unanimously approved.

PUBLIC COMMENT

There were no public comments at the July 2018 meeting.

SUPERINTENDENT'S REPORT

Dr. Elliott welcome the Board members, administrators, Emerson Huffman, new Junior Student Representative, and Ms. Oakes of the Watauga County Democrat. He thanked all Central Office employees for their hard work through the summer and noted that the Teacher Leadership Academy had been very successful. He shared that there would be a School Safety Summit on August 1st at 8 AM which was produced by Taylor Marsh, Watauga County Fire Marshal through a grant he had written.

On August 2nd, a summer Administrative Leadership meeting would be held at BREMCO, with Jack Hoke speaking at 11 AM. The Back2School festival will be on Saturday August 4th from 10 AM until 2 PM. On August 14th, Convocation will be held at 9 AM at Watauga High and will open with a light breakfast, benefit, and health fairs beginning at 7:30 AM.

CONSENT AGENDA

Mr. Henries read the Memorandum of Understanding with the Town of Boone which updates the previous agreement for the employment of the current School Resource Officer. New and additional school resource officers will be discussed in the future. Mr. Henries explained HB611 and the history behind the bill which allows for the employment of the spouse of a superintendent.

Dr. Childers shared that he appreciated being allowed to continue on the Curriculum committee. Dr. Elliott noted that the Interim Budget approval “keeps the lights on” until the final budget is approved.

Brenda Reese moved to approve items A through I of the consent agenda, which was seconded by Gary Childers. The vote to approve these items was unanimous.

PRESENTATION OF ASSESSMENT, SUPPORT AND COUNSELING CENTER DATA

Dr. Kurt Michael spoke about the history and inception of the Assessment, Support and Counseling (ASC) Center at Watauga High School. In 2017-2018, the ASC Center served 325 students, nearly 25% of the student body. They have provided education in the healthful living classes regarding suicide prevention, as the CDC indicates that suicide rates are going up. They assist Appalachian District Health Department with data. They employ the PEACE program, which addresses adolescent crisis specifically regarding suicidal and homicidal thoughts. They also use CAMS, and CALM, which deals with concerns of suicidal thoughts and availability of firearms. The Youth Risk Behavior Study (YRBS) is used to study potential risk for suicide as well as other activities that endanger student health and well-being. The ASC partnership remains committed to addressing the public health crisis.

Mr. Henries spoke about what an asset the ASC program was to the High School. Increased awareness of the program among students is necessary and is being made. Mr. Cornett asked about student-initiated requests to receive services at the center and report concerns about friends or other students.

Dr. Elliott noted that this was a valuable part of the overall school safety discussion and funding.

STRATEGIC PLAN UPDATE

Mr. Ike Smith discussed the Strategic Plan, the methods used to measure how goals are being met, and the strategies to achieve those goals. Currently they are using Graduation rates, teacher retention, and positive school environments. Dr. Fenwick shared that maybe additional data elements could be used to determine successes. Mr. Henries suggested having a work session to look deeper into some of the data that appears at different times of the year. Mr. Smith said that indicators were reviewed as they were available. He discussed additional data points that might be added such as increasing student engagement. He noted that reportable crimes were down – an indicator of the goal of being the best place to learn.

Dr. Fenwick reflected that higher numbers were not always better, as in the case of reportable offense and device ratios and that they could be noted on the dashboard. Towards achieving the goal of “best place to work”, the results of the latest teacher working conditions survey indicate that 35% of teachers get more than one hour of collaborative planning time. The level of differentiated professional development was deemed as adequate in the survey. Facilities improvements could be considered as indicators of safe learning environments. Mr. Smith demonstrated how to access the dashboard.

Following a brief break, the meeting resumed at 7:55.

POLICIES: SUBSTANTIVE CHANGES FOR FIRST READ

4316	Student Dress Code
4328	Gang-Related Activity
4400	Attendance
6420	Contracts with the Board
6421	Pre-Audit and Disbursement Certifications
8220	Gifts and Bequests

Dr. Wayne Eberle presented the policies for first read. Dr. Fenwick noted changes to be made to 4316. The Attendance policy 4400, will have additional changes to create wording that represents the intent of the policy. . All of these policies, including those with changes will be brought before the Board for second read in August.

POLICIES: SUBSTANTIVE CHANGES FOR SECOND READ

3300	School Calendar and Time for Learning
3450	Class Rankings
4240/7312	Child Abuse Reports and Investigations
6125	Administering Medicines to Students

Dr. Wayne Eberle presented the policies for second read. Gary Childers moved to approve the above policies with a revision to 6125. The motion was seconded by Brenda Reese. Following discussion and a vote, the policies were unanimously approved.

BOARD OPERATIONS

Mr. Henries noted that students accepted into the North Carolina School of Math and Science should be acknowledged at the May Board meeting in 2019.

Mr. Henries thanked the Board for attending the summer conference. He thanked the Board for attending the 4th of July Parade.

ADJOURNMENT

A motion to adjourn Open Session was made by Jason Cornett, and seconded by Jay Fenwick. The vote to adjourn was unanimous at 8:25 PM.

R. Ivan Henries, Board Chair

Dr. Scott Elliott, Superintendent

WATAUGA COUNTY FIELD TRIP REQUEST FORM

This request is for a: ___ day trip ___ out of state day trip ☒ overnight trip ___ overnight & out of state trip

Day trips must be submitted to the principal 15 days before the trip. Overnight trip requests must be submitted to the superintendent by the first day of each month. Overnight field trips require the prior approval of the principal, transportation director, superintendent, and Board of Education. All trips utilizing rental or charter vehicles require the prior approval of the transportation director. No employee will transport students in a personal vehicle and no employee or volunteer driver will transport students in a 12-15 passenger van. No more than five students will be transported by a school system employee or volunteer in any one vehicle other than a school bus or activity bus.

Sponsoring teacher: (Print) Andy Eggers School: Hardin Park
Cell phone number: 828-773-3041 Grade(s): 8th Number of students: Approx 90
Departure date: April 15th 2019 Return date: April 19th 2019
Departure time: 6:00am Return time: 3:00pm

Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)

Wilmington/Carolina Beach - see Attached itinerary
an updated itinerary will be sent in March

Purpose of trip and how it relates to the curriculum:

Natural Science Activities that support state curriculum
(Greenfield Lake, NC Aquarium, Marsh Exploration, Science Museum)

Visit Fort Fisher, USS NC Battleship, Oakdale Cemetery, and
various other historical sites around Wilmington to support
current NC Social Studies curriculum.

Supervision and Safety:

Names of all school staff chaperones: Jeff Hopkins, Amy Peterson, Adam Pyles,
Andy Eggers, Mary Smalling, Chad Satterstone, Alex Vines, Dina Mast-Herring

Names of all non-school chaperones: N/A

All chaperones have a background check completed: yes Sponsoring teacher initials: ARE
Are all site(s) accessible to students with disabilities? yes no How will students with disabilities be
accommodated for site access and transportation? N/A

Sponsoring Teacher Initials ARE (If applicable) A safety/supervision plan for high risk and/or water activities has
been shared with the parents. Please attach a copy of the plan to this form if applicable.

See Attachments

Transportation plan:

Mode of transportation: Yellow bus with wheelchair lift Yellow bus without wheelchair lift
Activity bus with wheelchair lift Activity bus without wheelchair lift Rental car/mini-van
☒ Charter bus Other (Please explain) _____

Name of charter bus company (if checked above) Blue Ridge Charters

(If applicable, bus request form must be attached)

Driver/s: Provided by Blue Ridge Charters Round trip mileage: — # of buses needed: 2

Total cost per student \$ \$425 Source of funds: Fundraisers & parents

The sponsoring teacher has reviewed Board policies 3320, 3320-R, and 6315: Teacher initials: ARE

Approval/Signatures:

Sponsoring teacher signature: Andrew Eggers Date: 6 / 10 / 18
Principal approval: Mary Smalley Date: 6 / 11 / 18

Required signatures if applicable:

Transportation Director approval: [Signature] Date: 7 / 10 / 18
Superintendent approval: [Signature] Date: 7 / 11 / 18
Board of Education approval: _____ Date: — / — / —

Eighth Grade Coastal Ecology and History Trip



Monday, April 16th

- 5:45 – Arrive at Hardin Park in front of the middle school building. Please do not park in unauthorized spaces. The tour buses will need to be able to drive through this area. Suitcases and backpacks must be lined up on the sidewalk in front of our building for inspection. Any prescription medications not already turned in must be given to the school nurse at this time (**Parents must bring them in**). Students **must** wait inside Coach Eggers or Mrs. Peterson's room.
- 6:15 – Load bus. You must report to your correct bus assignment. Our first stop will be at NC Museum of Natural Science in Raleigh. **Take your lunch on the bus, not under the bus.** We will not be able to open the luggage compartment to get lunches.
- 6:30 – Leave Hardin Park. **Any late students will be left in Boone. There is no refund if you miss the bus.**
- 10:30-11:45 – Visit NC Museum of Natural Science and History (919-807-7900)
 - 1) Bus #1 – NC Museum of Natural Science (10:30-11:45 and 12:15-1:00)
 - 2) Bus #2 – NC History Museum (10:30-11:45)
- 11:45-12:15 Eat Lunch at Museum (This is the lunch that you pack from home.)
- 12:15 – 2:15 – Visit NC Museum of Natural Science and History
 - 1) Bus #1 NC Museum of Natural Science (12:15-1:00), NC History Museum (1:00-2:15)
 - 2) Bus #2 NC Museum of Natural Science (12:15-2:15)
- 2:30 – Load busses and travel to Carolina Beach
- 4:45 - Check in at Oceaneer Motel in Carolina Beach: Unpack your bags and arrange your rooming quarters. (910-458-8537) Possible free time on beach and pool if time allows.
- 6:30 – Dinner at Bowman's Seafood Restaurant (910-458-6292)
- 7:45 – Walk back to hotel on the beach.

Tuesday, April 17th

- 7:30 – Breakfast at motel provided by Hardee's
- 8:30 – Bus leaves motel (Bring socks for bowling)
- 9:00 – 11:30 – USS North Carolina Battleship (910-251-5797)
 - Closed toed shoes must be worn
- 11:45 – 1:00 – Lunch- Subway and Cupcakes at Battleship
- 1:15 – 2:30 – Oakdale Historical Cemetery (910-762-5682)
- 3:00 – 6:00 – Bowling and dinner at Ten Pin Alley. Dinner will be served at approximately 5:00 pm. (910-452-5455)
- 6:30 – Pool / Free time

Wednesday, April 18th

- 6:30 – Breakfast at motel provided by Hardin Park
- 7:15 - Bus leaves hotel for ferry
- 7:45 - Ride ferry to Southport
- 9:00-12:00-Visit and explore NC Maritime Museum 910-477-5150 and Oak Island Lighthouse
 - 1) Bus #2 will visit NC Maritime Museum while Bus #1 visits Oak Island Lighthouse.
 - 2) Bus #1 will visit NC Maritime Museum while Bus #2 visits Oak Island Lighthouse.
 - Tennis Shoes or similar closed toe shoes required with rubber soles
- 12:00-12:30 - Lunch at Southport Park (Papa John's Pizza)
- 12:30 – Load buses to travel to Greenfield Lake and Thalian Hall (910-632-2285)
- 1:30 - 5:00 Greenfield Lake and Thalian Hall Tour/Downtown Wilmington
 - 1) Bus #1 Greenfield Lake (1:30-3:00), Thalian Hall (3:30-5:00)
 - 2) Bus #2 Thalian Hall (1:30-3:00), Greenfield Lake (3:30 -5:00)**Life-jackets are required to be worn at all times while on the water**
- 5:30 – 6:45 Dinner at Golden Corral (910-392-1984)
- 6:45 - Souvenir shopping
- Return to hotel for free time at pool

Thursday, April 19th

- 7:30 – Breakfast at motel provided by Hardee's
- 8:40 – Leave hotel
- 9:00 – 10:30 – NC Aquarium at Fort Fisher (910-772-0500)
- 10:45 - 12:15 - Visit Fort Fisher (910) 458-5538 and Explore Estuary with UNCW
 - Bus #2 will visit Estuary with UNCW while Bus #1 visits Fort Fisher.

Students **must** bring a towel, water shoes or an old pair of tennis shoes that can be thrown away. They may be covered in sand and mud. **You must wear closed toed shoes. (Water shoes or old tennis shoes) No sandals, Tevas or Crocs allowed.** Wear shorts. You will get wet and dirty.) **You are not allowed to take a hotel towel!**

- 12:15-12:45 – Lunch at Fort Fisher (A&G)
- 1:00 - 2:30 - Visit Fort Fisher and Explore Estuary with UNCW
 - Bus #2 will visit Fort Fisher while Bus #1 visits estuary with UNCW.

Students **must** bring a towel, water shoes or an old pair of tennis shoes that can be thrown away. They may be covered in sand and mud. **You must wear closed toed shoes. (Water shoes or old tennis shoes) No sandals, Tevas or Crocs allowed.** Wear shorts. You will get wet and dirty.) **You are not allowed to take a hotel towel!**

- 2:45-5:00 – Swimming and free time on the beach. We will be leaving the hotel, promptly at 6:00
- 6:30 – 8:30 - Winner Queen Hawaiian Luau dinner and dance. Boat will be sailing down the Intracoastal Waterway. Wear your bright Hawaiian clothing! You may also want to bring a jacket.

Friday, April 20th

- 7:00 - Wake-up and room inspection
- 7:30 - Breakfast provided by Hardin Park
- 8:00 – Bus leaves Carolina Beach
- 11:00 – Lunch at Chick-fil-A / Wendy's in Cary, NC (919-678-1444)
- 3:00 – Arrive back at Hardin Park. Parents should be present at the school. It is not appropriate for your child to call after he/she arrives at school. The last 16 years we have been on time. If we are running late, we will call the school and have a sign posted in front of the middle school building.

School Personnel on Trip

- Mary Smalling
- Jeff Hopkins
- Adam Pyles
- Andy Eggers
- Amy Peterson
- Disa Herring
- Jenny Horton
- Alex Vines
- Chad Safferstone

Transportation Company: Blue Ridge Charters

Remember that all food is provided, except for lunch on Day 1 and room snacks.

Packing List

Lunch and drink for Day 1

Long and short sleeve shirts

Long and short pants

Hat

Light jacket or hooded sweatshirt

Sunglasses

Sleepwear

Bathing suit with t-shirt

Tennis shoes

Water shoes or old tennis shoes

Water bottle

Beach towel and salt marsh towel

Sunscreen

Hawaiian outfit for dinner/dance

Small amount of cash for souvenirs

Snacks

\$5.00 for hotel maid tip (Will be collected on first day)

Cell phones or any other electronics are the total responsibility of the student.

Plastic bag for wet clothes and towel and trash bag for dirty clothes

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Sponsoring teacher: (Print) Lauren Collier School: Parkway
Cell phone number: 704-996-8820 Grade(s): 5 Number of students: 60
Departure time/date: 6:00 am 4/17/19 Return time/date: 6:00 pm 4/19/19

Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)

Salter Path, NC

Purpose of trip and how it relates to the curriculum: hands-on instruction aligning to 5th Grade Science and Social Studies curriculum

Supervision and Safety:

Names of all school staff chaperones: Lauren Collier, Kelly Pettit, ~~Allison Strahan~~
Linday Jackson

Names of all non-school chaperones: to be determined

All chaperones have a background check completed:

Sponsoring teacher initials: _____

Are all site(s) accessible to students with disabilities? ☒ yes ☐ no How will students with disabilities be accommodated for site access and transportation? _____

Sponsoring Teacher Initials SC (If applicable) A safety/supervision plan for high risk and/or water activities has been shared with the parents. Please attach a copy of the plan to this form if applicable.

Transportation plan:

Mode of transportation: _____ Activity bus _____ Rental car/mini-van ☒ Charter bus ☒ Other: le passenger van (WCS)
(If applicable, bus request form must be attached)

Driver/s: STI, LLC Round trip mileage: _____ # of buses needed: 1
Total cost per student \$ 250.00 Source of funds: fundraising & student payments

The sponsoring teacher has reviewed Board policies 3320, 3320-R, and 6315: Teacher initials: SC

Approval/Signatures:

Sponsoring teacher signature: Lauren Collier Date: 4 / 30 / 18

Principal approval: [Signature] Date: 4 / 30 / 18

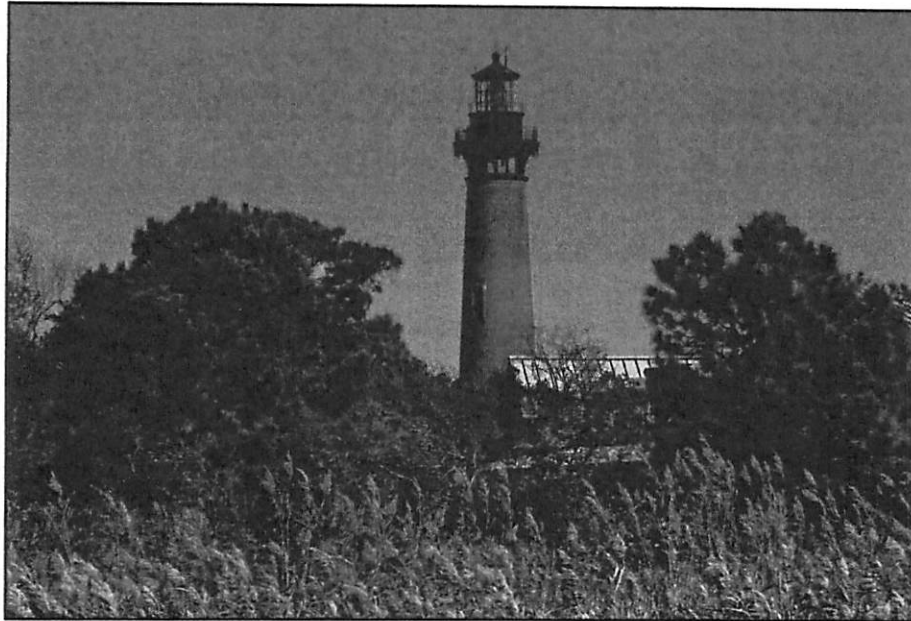
Required signatures if applicable:

Transportation Director approval: [Signature] Date: 7 / 10 / 18

Superintendent approval: [Signature] Date: 7 / 11 / 18

Board of Education approval: _____ Date: _____ / _____ / _____

Valle Crucis 8th Grade Trip 2019 Field Trip Request and Other Documentation



Watauga County School Board,

In this packet you will find information on a field trip to the Outerbanks of North Carolina in April of 2019 for our 8th grade students. The information below can be found in the packet:

- Field Trip Request Form
- Trip Itinerary
- Safety and Supervision Plan
- Lodging Information

Thank you for taking a look at this and I look forward to your response. If approved, I request that you please sign the contract and return to Natasha Lyons at Valle Crucis so we can begin making payment to the company.

Sincerely,

Natasha Lyons

Tuesday, June 12, 2018

WATAUGA COUNTY FIELD TRIP REQUEST FORM

This request is for a: ___ day trip ___ out of state day trip ☒ overnight trip ___ overnight & out of state trip

Day trips must be submitted to the principal 15 days before the trip. Overnight trip requests must be submitted to the superintendent by the first day of each month. Overnight field trips require the prior approval of the principal, transportation director, superintendent, and Board of Education. All trips utilizing rental or charter vehicles require the prior approval of the transportation director. No employee will transport students in a personal vehicle and no employee or volunteer driver will transport students in a 12-15 passenger van. No more than five students will be transported by a school system employee or volunteer in any one vehicle other than a school bus or activity bus.

Sponsoring teacher: (Print) Natasha Lyons School: Valle Crucis School
Cell phone number: (828) 263-2383 Grade(s): 8 Number of students: 42
Departure date: Wednesday, April 10, 2019 Return date: Friday, April 12, 2019
Departure time: 6:30am Return time: 8:45pm

Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)

Outerbanks of North Carolina. See attached itinerary

Purpose of trip and how it relates to the curriculum: To explore part of NC History
and aquatic life. Standards that this trip covers includes:
Science Social Studies

8.1.3

8.H.3.2

8.P.2

8.H.3.4

8.E.1.2

8.E.1.4

Supervision and Safety:

Names of all school staff chaperones: Natasha Lyons, David Shack, Ruth Johnson,
Sherri Hall, and Carrie Hicks

Names of all non-school chaperones: Bishop Glover (Watauga Sub)

All chaperones have a background check completed:

Sponsoring teacher initials: ML

Are all site(s) accessible to students with disabilities? ☒ yes ☒ no How will students with disabilities be accommodated for site access and transportation?

Handicap friendly
They will have ramp access & the bus is Currituck Lighthouse they will
be able to climb the stairs.

Sponsoring Teacher Initials ML (If applicable) A safety/supervision plan for high risk and/or water activities has been shared with the parents. Please attach a copy of the plan to this form if applicable.

Transportation plan:

Mode of transportation: ☐ Yellow bus with wheelchair lift ☐ Yellow bus without wheelchair lift
☐ Activity bus with wheelchair lift ☐ Activity bus without wheelchair lift ☐ Rental car/mini-van
☒ Charter bus Other (Please explain) _____

Name of charter bus company (if checked above) Young Transportation

(If applicable, bus request form must be attached)

Driver/s: _____ Round trip mileage: _____ # of buses needed: _____

Total cost per student \$ 525 Source of funds: Fundraising & Parents

The sponsoring teacher has reviewed Board policies 3320, 3320-R, and 6315: Teacher initials: ML

Approval/Signatures:

Sponsoring teacher signature: Atasha Lyons Date: 7 / 19 / 18

Principal approval: [Signature] Date: 7 / 19 / 18

Required signatures if applicable:

Transportation Director approval: [Signature] Date: 7 / 25 / 18

Superintendent approval: [Signature] Date: 7 / 26 / 18

Board of Education approval: _____ Date: ____ / ____ / ____

young transportation

CONTRACT
Valle Crucis School
NC OBX
RBS#: 34936
April 10-12, 2019

April 10:

6:00 AM Coaches arrive at the school for loading
 6:30 AM Depart for the Outer Banks making rest stops and a **lunch stop** en route
(\$10.00 cash included for lunch)
 3:00 PM **Exploring Estuaries Program at Coastal Studies Institute**
 4:30 PM Depart for Bodie Island
 4:45 PM View **Bodie Island Lighthouse**
 5:15 PM Depart for the hotel
 5:45 PM Check in to the **Ramada Plaza Hotel**
 7:30 PM **Cook-out dinner** at the hotel (*hamburgers, hot dogs, fixings, sides, dessert and drinks*)
 8:30 PM **Kite making class with Kitty Hawk Kites** at the hotel
 10:30 PM Private security guard arrives for duty



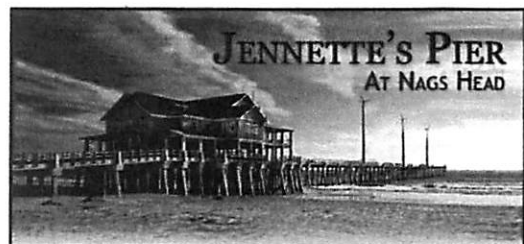
April 11:

7:15 AM **Hot breakfast** at the hotel
 8:00 AM Depart for Corolla
 9:00 AM Visit the **OBX Wildlife Center**, nature trail to the sound and **Climb Currituck Lighthouse**
 11:00 AM **Box lunch** (*Subway sandwich, chips, cookie and drink*)
 12:30 PM Souvenir stop at Ben Franklin's
 1:30 PM **Programming at Jennette's Pier** (*Two hands on programs and Pier Fishing*)
 3:45 PM **Kite contest** facilitated by Kitty Hawk Kites – **with prizes and time to have fun at Jockey's Ridge**
 5:45 PM Depart for the hotel to change and shake the sand off
 6:45 PM **Dinner at Captain George's** – *All you can eat buffet including crab legs, tons of seafood and land over favorites as well*
 8:30 PM **Haunted Lost Colony Tour**



April 12:

7:15 AM **Hot breakfast** at the hotel
 8:30 AM Load the coaches, teachers check rooms and group checks out
 9:00 AM Visit the **Wright Brothers Memorial**
 10:30 AM Depart for the Aquarium
 11:00 AM **Visit the NC Aquarium at Roanoke**
 12:30 PM **Box lunch** at the Aquarium (*Country Deli Boars Head Sandwich, chips, cookie and drink*)
 1:00 PM Depart for home making rest stops and a dinner stop en route
 5:45 PM **Dinner at Golden Corral** in Greensboro (*buffet, beverage, tax and tip included*)
 6:45 PM Depart for home
 8:45 PM Estimated arrival time back at the school



"Travel with Distinction"

843 Riverside Drive, Asheville, NC 28804 • 828-258-0084 • www.youngtransportation.com

Declaration of Surplus Items - August 2018

<u>School</u>	<u>Quantity</u>	<u>Description</u>	<u># that are Usable</u>	<u># that are Unusable</u>
Central Office	1	Office Chair	1	
	1	Canon MP11DX Calculator		1
	<u>2</u>		<u>1</u>	<u>1</u>
Green Valley	1	L-Shaped Bookshelf	1	
	<u>1</u>		<u>1</u>	<u>0</u>
Cove Creek	4	Texas Instruments TI-83 Plus Graphing Calculator		4
	10	Texas Instruments TI-73 Explorer Graphing Calculator		10
	1	HP Deskjet D1420 Printer	1	
	1	HP Color Laserjet 2605DN Printer		1
	3	Smart Tech Response System		3
	4	Acer Chromebook Laptop		4
	4	Samsung Series 3 Chromebook Laptop		4
	1	HP Compaq DC7900 Desktop Computer		1
	<u>28</u>		<u>1</u>	<u>27</u>
Technology	1	Aerohive 121 Access Point		1
	1	Epson Powerlite 98 Projector		1
	1	Media Center Cart		1
	2	Cisco Air-Lap 1142N Access Point		2
	1	Epson Powerlite 108 Projector		1
	1	Dell Optiplex 620 Desktop Computer		1
	1	NEC NP400 Projector		1
	2	Dell Optiplex 745 Desktop Computer		2
	2	Dell Optiplex 755 Desktop Computer		2
	<u>12</u>		<u>0</u>	<u>12</u>

CURRENT EXPENSE FUND 2018-19					8/13/2018
DESCRIPTION		2017-18 ADOPTED BUDGET	2018-19 PROPOSED BUDGET	CHANGE	PERCENT INCREASE
5100	REGULAR INSTRUCTIONAL SERVICES				
1	Salary - Local Positions	3,139,479	3,019,032	(120,447)	-3.84%
2	Salary - JROTC	151,425	160,400	8,975	5.93%
3	JROTC Program Funds	-	15,000	15,000	100.00%
4	PreK Program	55,000	55,000	-	0.00%
5	Substitute Teacher Salaries	50,000	50,000	-	0.00%
	Substitutes for 3D Assessments/Area Level Meetings	37,000	37,000	-	0.00%
6	Mentor Stipends	36,000	41,000	5,000	13.89%
7	District-wide Supplies/Materials	20,000	25,000	5,000	25.00%
	New Classroom Needs Due to Increased Enrollment	50,000	-	(50,000)	-100.00%
8	Student Planners for K-8	4,000	-	(4,000)	-100.00%
9	Piano Tuning and Repairs	2,400	2,500	100	4.17%
10	Instrument Repairs	4,500	4,400	(100)	-2.22%
11	Itinerant Teacher Travel	8,000	8,000	-	0.00%
12	Homebound Services	5,000	5,000	-	0.00%
13	Workers Compensation Insurance	70,000	70,000	-	0.00%
14	Unemployment Insurance	10,000	10,000	-	0.00%
15	Life Insurance	5,000	5,000	-	0.00%
16	Employee Assistance Program	3,500	3,500	-	0.00%
17	Disability	5,000	5,000	-	0.00%
18	Social Security	258,329	254,549	(3,781)	-1.46%
19	Retirement Cost	557,385	603,413	46,028	8.26%
20	Hospital Insurance	463,651	506,632	42,981	9.27%
		4,935,670	4,880,425	(55,244)	-1.12%
5200	SPECIAL POPULATIONS SERVICES				
21	Salary - Exceptional Children	233,215	237,880	4,664	2.00%
22	Social Security	17,841	18,198	357	2.00%
23	Retirement Cost	39,950	44,864	4,914	12.30%
24	Hospital Insurance	64,559	79,352	14,793	22.91%
		355,565	380,293	24,728	6.95%
5400	SCHOOL LEADERSHIP SERVICES				
25	Salary - Principals	30,537	30,537	-	0.00%
26	Travel - Principals	10,800	10,800	-	0.00%
27	Salary - Assistant Principals	52,878	57,596	4,718	8.92%
28	Salary - Office Personnel	422,629	431,082	8,453	2.00%
29	Longevity	3,077	3,077	-	0.00%
30	Media Center Supplies and Materials				
	Bethel	1,188	1,092	(96)	-8.08%
	Blowing Rock	1,884	1,924	40	2.12%
	Cove Creek	1,576	1,524	(52)	-3.30%
	Green Valley	1,992	1,968	(24)	-1.20%
	Hardin Park	3,980	4,076	96	2.41%
	Mabel	1,164	1,192	28	2.41%
	Parkway	2,644	2,672	28	1.06%
	Valle Crucis	1,824	2,016	192	10.53%
	Watauga High	5,840	5,908	68	1.16%

CURRENT EXPENSE FUND 2018-19					8/13/2018
DESCRIPTION		2017-18 ADOPTED BUDGET	2018-19 PROPOSED BUDGET	CHANGE	PERCENT INCREASE
31	School Needs, Staff Development, and Supplies				
	Bethel	5,972	5,348	(624)	-10.45%
	Blowing Rock	10,496	10,756	260	2.48%
	Cove Creek	8,494	8,156	(338)	-3.98%
	Green Valley	11,198	11,042	(156)	-1.39%
	Hardin Park	24,120	24,744	624	2.59%
	Mabel	5,816	5,998	182	3.13%
	Parkway	15,436	15,618	182	1.18%
	Valle Crucis	10,106	11,354	1,248	12.35%
	Watauga High	36,210	36,652	442	1.22%
32	Social Security	39,774	40,782	1,008	2.53%
33	Retirement Cost	87,212	98,504	11,292	12.95%
34	Hospital Insurance	96,839	100,716	3,878	4.00%
		893,686	925,133	31,447	3.52%
5500	CO-CURRICULAR SERVICES				
35	Middle School Athletics				
	Coaching Supplements	35,000	35,000	-	0.00%
	Transportation	20,000	24,000	4,000	20.00%
	Catastrophic Insurance	6,175	6,175	-	0.00%
	Supplies	9,000	14,000	5,000	55.56%
	Contract Services	15,000	16,000	1,000	6.67%
36	WHS Athletics				
	Coaching Supplements	100,000	100,000	-	0.00%
	Transportation	20,000	20,000	-	0.00%
	Catastrophic Insurance/NCSHAA Dues	13,500	13,300	(200)	-1.48%
	Athletic Complex - WHS Athletics	27,630	20,000	(7,630)	-27.61%
	Athletic Drug Testing	3,000	3,000	-	0.00%
37	Cultural Arts Program	7,000	15,600	8,600	122.86%
38	Social Security	10,328	10,328	-	0.00%
39	Retirement Cost	23,126	25,461	2,336	10.10%
		289,758	302,864	13,106	4.52%
5800	SCHOOL-BASED SUPPORT SERVICES				
40	Salary - School Nurses (1 New Additional)	30,220	83,824	53,604	177.38%
41	Salary - School Counselors (2 New Positions)	-	106,000	106,000	100.00%
42	Salary - Student Office /Data Manager	174,409	177,897	3,488	2.00%
43	Longevity	2,592	2,592	-	0.00%
44	WHS/ASU Assessment Center	30,000	30,000	-	0.00%
45	Student Assistance and Risk Assessment Program	4,000	4,000	-	0.00%
46	Mountain Alliance Partnership	9,000	9,000	-	0.00%
47	Supplies and Materials for School Nurses	2,000	2,000	-	0.00%
48	Supplies and Materials for Social Workers	500	500	-	0.00%
49	Safe Schools Program	2,000	2,000	-	0.00%
50	OSHA/Employee Safety	700	700	-	0.00%
51	ASU Clinical Screenings	700	700	-	0.00%
52	SACS Accreditation	1,000	8,000	7,000	700.00%
53	Staff Development for Departments and Programs				
	Administrative	6,000	6,000	-	0.00%
	Countywide	10,000	10,000	-	0.00%
	National Board Academy	3,000	3,000	-	0.00%
	K-3 Staff Development	12,000	12,000	-	0.00%
	4-8 Staff Development	12,000	12,000	-	0.00%
	9-12 Staff Development	2,000	2,000	-	0.00%

CURRENT EXPENSE FUND 2018-19						8/13/2018
DESCRIPTION			2017-18 ADOPTED BUDGET	2018-19 PROPOSED BUDGET	CHANGE	PERCENT INCREASE
		MTSS Staff Development	6,000	6,000	-	0.00%
		ITF/Media Staff Development	3,000	3,000	-	0.00%
		AIG	2,000	2,000	-	0.00%
		Science and Chemical Safety	5,500	1,500	(4,000)	-72.73%
		School Nurses	3,000	3,000	-	0.00%
54		Staff Development/Travel for Departments and Directors				
		Superintendent	5,000	5,000	-	0.00%
		Assistant Superintendent/Personnel	3,450	3,450	-	0.00%
		K-3 Curriculum	2,000	2,000	-	0.00%
		4-8 Curriculum	1,500	1,500	-	0.00%
		Curriculum Support	2,000	2,000	-	0.00%
		Instructional Support	1,000	1,000	-	0.00%
		Testing	1,500	1,500	-	0.00%
		Student Services	3,600	3,600	-	0.00%
		Exceptional Children	2,000	2,000	-	0.00%
		Finance	2,800	2,800	-	0.00%
		Technology	9,000	9,000	-	0.00%
		Maintenance	7,000	7,000	-	0.00%
		Transportation	4,800	4,800	-	0.00%
		School Nutrition	1,500	3,000	1,500	100.00%
		Public Relations	750	1,200	450	60.00%
55		Social Security	19,069	28,329	9,260	48.56%
56		Retirement Cost	42,700	69,841	27,141	63.56%
57		Hospital Insurance	46,952	48,832	1,880	4.00%
			478,242	684,566	206,323	43.14%
6400		TECHNOLOGY SUPPORT SERVICES				
58		Salary - Technology	227,961	232,520	4,559	2.00%
59		Longevity	2,134	2,134	-	0.00%
60		Technical Operating Contracts	150,000	150,000	-	0.00%
61		Communication Systems	36,500	45,000	8,500	23.29%
62		Technology Repairs, Supplies and Wiring Needs	25,000	25,000	-	0.00%
63		Maintenance Agreements	25,000	25,000	-	0.00%
64		Social Security	17,602	17,951	349	1.98%
65		Retirement Cost	39,415	44,256	4,841	12.28%
66		Hospital Insurance	30,812	32,046	1,234	4.00%
			554,425	573,907	19,482	3.51%
6500		OPERATIONAL SUPPORT SERVICES				
67		Salary - Maintenance	614,935	627,234	12,299	2.00%
68		Salary - Transportation	56,305	57,431	1,126	2.00%
69		Longevity	10,848	10,848	-	0.00%
70		Electricity	650,000	650,000	-	0.00%
71		Heating Fuel	275,000	275,000	-	0.00%
72		Water/Sewer	50,000	50,000	-	0.00%
73		Solid Waste Services	20,000	20,000	-	0.00%
74		Telephone/Data - Central Office and Administrators	22,000	22,000	-	0.00%
75		Telephone/Data - Schools	140,000	140,000	-	0.00%
76		Postage	6,000	6,000	-	0.00%
77		Maintenance Supplies	186,000	186,000	-	0.00%
78		Maintenance Fees	153,000	153,000	-	0.00%
79		Custodial Supplies	95,000	105,000	10,000	10.53%

CURRENT EXPENSE FUND 2018-19					8/13/2018
DESCRIPTION		2017-18 ADOPTED BUDGET	2018-19 PROPOSED BUDGET	CHANGE	PERCENT INCREASE
80	AHERA Inspection of Asbestos	4,000	4,000	-	0.00%
81	Elevator Maintenance	7,440	7,440	-	0.00%
82	Water System Maintenance	32,500	32,500	-	0.00%
83	Painting	40,000	40,000	-	0.00%
84	Digitizing Facility Plans	3,500	-	(3,500)	-100.00%
85	Transportation - Service and License Agreements	24,600	24,600	-	0.00%
86	Hazardous Waste Disposal	2,500	2,500	-	0.00%
87	Garage/Transportation Supplies	2,300	2,300	-	0.00%
88	Vehicle Repair Parts	19,300	19,300	-	0.00%
89	Gas	35,000	35,000	-	0.00%
90	Oil	1,000	1,000	-	0.00%
91	Tires	3,500	3,500	-	0.00%
92	License/Title Fees	2,800	3,000	200	7.14%
93	Drug Testing	4,000	8,000	4,000	100.00%
94	Bus Lift Maintenance	2,000	2,000	-	0.00%
95	Social Security	52,180	53,207	1,027	1.97%
96	Retirement Cost	116,842	131,174	14,332	12.27%
97	Hospital Insurance	105,642	109,872	4,230	4.00%
		2,738,191	2,781,905	43,714	1.60%
6600	FINANCIAL AND HUMAN RESOURCE SERVICES				
98	Salary - Finance	143,936	146,814	2,879	2.00%
99	Salary - Personnel	70,840	72,257	1,417	2.00%
100	Classified Salary Revision	90,000	90,000	-	0.00%
101	Supplements				
	Certified Staff	937,876	937,876	-	0.00%
	Classified Staff	241,576	241,576	-	0.00%
	School Administrators	80,130	80,130	-	0.00%
	Directors	37,910	37,910	-	0.00%
	School Nutrition	35,487	35,487	-	0.00%
102	Finance Office Supplies	5,000	10,000	5,000	100.00%
103	Recruitment	13,000	13,000	-	0.00%
104	Teacher License Renewal Fees	3,500	3,000	(500)	-14.29%
105	Workers Comp Drug Screenings	-	1,000	1,000	100.00%
106	Pre-employment Screenings	1,000	1,000	-	0.00%
107	Awards Program	8,000	9,500	1,500	18.75%
108	Beginning Teachers Program	4,000	4,000	-	0.00%
109	NC New Teacher Support Program	-	11,000	11,000	100.00%
110	Liability Insurance (General and Cyber)	6,000	13,100	7,100	118.33%
111	Vehicle Insurance	18,000	21,100	3,100	17.22%
112	Property Insurance	65,000	70,900	5,900	9.08%
113	Fidelity Bonds	1,500	1,500	-	0.00%
114	Social Security	118,403	118,732	329	0.28%
115	Retirement Cost	265,130	292,717	27,586	10.40%
116	Hospital Insurance	29,345	30,520	1,175	4.00%
		2,175,633	2,243,119	67,485	3.10%
6700	ACCOUNTABILITY SERVICES				
117	Supplies and Materials for Testing Department	6,000	16,000	10,000	166.67%
		6,000	16,000	10,000	166.67%

CURRENT EXPENSE FUND 2018-19					8/13/2018
DESCRIPTION		2017-18 ADOPTED BUDGET	2018-19 PROPOSED BUDGET	CHANGE	PERCENT INCREASE
6900	POLICY, LEADERSHIP, AND PUBLIC RELATIONS SERVICES				
118	Salary - District Personnel	290,264	296,069	5,805	2.00%
119	Board of Education Staff Development	20,000	20,000	-	0.00%
120	Board of Education Compensation	23,000	23,000	-	0.00%
121	Board of Education Travel	7,500	7,500	-	0.00%
122	Legal Services	50,000	50,000	-	0.00%
123	Audit Services	42,000	42,000	-	0.00%
124	Membership Fees	60,000	60,000	-	0.00%
125	Public Relations Supplies	3,900	3,500	(400)	-10.26%
126	Social Security	24,538	24,983	444	1.81%
127	Retirement Cost	49,722	55,839	6,116	12.30%
128	Hospital Insurance	17,607	18,312	705	4.00%
		588,532	601,202	12,671	2.15%
8100	PAYMENT TO OTHER GOVERNMENTAL UNITS				
129	Transfer to Charter Schools	479,909	491,040	11,132	2.32%
TOTAL CURRENT EXPENSE BUDGET		13,495,610	13,880,455	384,845	2.85%

CURRENT EXPENSE FUND 2018-19					8/13/2018
SOURCE OF FUNDS		2017-18 ADOPTED BUDGET	2018-19 PROPOSED BUDGET	CHANGE	PERCENT INCREASE
	Fines and Forfeitures	323,000	323,000	-	0.00%
	County Appropriation - General	12,515,197	12,969,825	454,628	3.63%
	County Appropriation - COLA Reserve	177,505	96,590	(80,915)	-45.58%
	County Appropriation - Charter Schools*	479,909	491,040	11,132	2.32%
	CURRENT EXPENSE REVENUE TOTAL	13,495,610	13,880,455	384,845	2.85%
	Local Revenue	13,015,702	13,389,415		
	Allotted ADM per DPI	4,475	4,690		
	Local Revenue per ADM	2,909	2,855		
	Projected Charter School ADM	165	172		
	Total Budget for Charter Schools*	479,909	491,040		
		2017-18 ADOPTED BUDGET	2018-19 PROPOSED BUDGET	CHANGE	PERCENT INCREASE
	Current Expense County Appropriation	13,172,610	13,557,455	384,845	2.92%

CAPITAL PROJECTS 2018-19		8/13/2018	
Safety and Security Upgrades to all Schools		Amount	Total
1	Double Entry Vestibule System	145,000	
2	Expand Access Control	95,000	
3	Visitor Management System	19,200	
4	Security Cameras	75,000	
			334,200
Recurring Capital Needs			
1	1:1 Devices	204,000	
2	Classroom Presentation Technology	79,500	
3	Activity Bus Replacements	92,000	
4	Staff and Local Vehicle Replacements	75,000	
5	Custodial Floor Equipment	15,000	
6	Facilities - Furniture/Equipment	72,500	
7	Band/Arts Program Equipment	35,000	
8	Roof Maintenance	45,000	
9	Pavement Repair	160,000	
10	Carpet & Tile Replacements	30,000	
11	Door Replacements	20,000	
12	HVAC / Sewer Pump Replacements	10,000	
13	Gym Floor Replacements/Recoat	75,000	
14	Cafeteria Tables Replacements	15,000	
15	Replace Kitchen/Cafeteria Equipment	60,000	
			988,000
Current School Year Needs			
1	Flood Remediation - Valle Crucis	37,000	
2	Pre-K Start Up - Bethel	40,000	
			77,000
Facilities Study Plan			
1	Facilities Study Planning	1,000,000	
			1,000,000
	Total Needs for 2018-19	2,399,200	2,399,200

CAPITAL OUTLAY FUND 2018-19		8/13/2018
		2018-19 PROPOSED BUDGET
DESCRIPTION		
CATEGORY I		
1	Double Entry Vestibule System	Lottery 145,000
2	Expand Access Control	Lottery 95,000
3	Carpet & Tile Replacements	Lottery 30,000
4	Facilities Study Planning	Long Term Capital 1,000,000
5	Pavement Repair	Long Term Capital 160,000
6	Roof Maintenance	CIP Reserves 45,000
7	Security Cameras	CIP Reserves 75,000
8	Door Replacements	CIP Reserves 20,000
9	HVAC / Sewer Pump Replacements	CIP Reserves 10,000
10	Gym Floor Replacements/Recoat	CIP Reserves 75,000
11	Replace Kitchen/Cafeteria Equipment	CIP Reserves 60,000
12	Flood Remediation - Valle Crucis	CIP Reserves 37,000
13	Pre-K Start Up - Bethel	CIP Reserves 40,000
TOTAL CATEGORY I		1,792,000
CATEGORY II		
1	Visitor Management System	Lottery 19,200
2	Classroom Presentation Technology	CIP Reserves 79,500
3	Facilities - Furniture/Equipment	CIP Reserves 58,500
4	1:1 Devices	Current Capital 204,000
5	Custodial Floor Equipment	Current Capital 15,000
6	Maintenance Equipment	Current Capital 8,000
7	Transportation Equipment	Current Capital 6,000
8	Band Equipment	Current Capital 20,000
9	Arts Programs	Current Capital 15,000
10	Replace Cafeteria Tables District-wide	Current Capital 15,000
TOTAL CATEGORY II		440,200
CATEGORY III		
1	Activity Bus Replacement	Current Capital 92,000
2	Staff Vehicle Replacement	Current Capital 75,000
TOTAL CATEGORY III		167,000
CAPITAL OUTLAY BUDGET TOTAL		2,399,200

CAPITAL OUTLAY FUND 2018-19					8/13/2018
SOURCE OF FUNDS		2017-18 ADOPTED BUDGET	2018-19 PROPOSED BUDGET	CHANGE	PERCENT INCREASE
NC Public School Building Lottery Fund		401,800	289,200	(112,600)	-28.02%
County Appropriation		1,270,000	2,110,000	840,000	66.14%
CAPITAL OUTLAY TOTAL		1,671,800	2,399,200	727,400	43.51%

CURRENT EXPENSE AND CAPITAL OUTLAY FUND REVENUE 2018-19				8/13/2018	
SOURCE OF FUNDS		2017-18 ADOPTED BUDGET	2018-19 PROPOSED BUDGET	CHANGE	PERCENT INCREASE
Fines and Forfeitures		323,000	323,000	-	0.00%
NC Public School Building Lottery Fund		401,800	289,200	(112,600)	-28.02%
County Appropriation		14,442,610	15,667,455	1,224,845	8.48%
TOTAL		15,167,410	16,279,655	1,112,245	7.33%

Watauga County Schools

2018-2019

After School Fees & Budget Summary

Budget Summary for 2017-18

At the end of the fiscal year for 2017-18, the after school program as of June 30, 2018 had expenses of \$403,288.40. and revenues of \$453,314.72 resulting in a net gain of \$50,026.32. We hope to use part of this overage to purchase an activity bus for after school field trips. The remainder will be used to prevent higher increases to parent fees.

Budget and Fees for 2018-19

The budget for 2018-19 proposes an increase in personnel costs due to state mandated salary and other personnel related increases. All eight centers continue to be the highest rated license level through the North Carolina Division of Child Development at 5 stars. Increases for this year include:

- State salary increases of 2%.
- Additional state mandated increases in retirement and health care costs.
- Increased snack cost 2% (normally 4-6% per year)

The proposed 2018-2019 fee increase will allow WCS to continue to provide the ELC program at all eight elementary schools at current levels. For parents, the proposed increase is as follows:

- \$207./month for children enrolled in the program five days per week. Yearly, this is an increase of .02% from the fee level of \$203./month during 2017-2018 school year (the amount is based on 9 month billing cycle).
- This year we again received grants from the High Country United Way, the United Methodist Women's Fund and the Valle Country Fair to help fund additional ½ rate scholarships.
- We will continue to offer the WCS employee scholarship for child care. Forty-six children of our WCS employees attended after school during the 17-18 school year.

Looking Forward 18-19

- We continue implementing new regulations to include additional professional development for all staff including substitutes.
 - Several after school employees have become trainers in the areas of First Aid/CPR, Basic School Age Care and Emergency Preparedness and Response reducing the overall cost of training for our incoming after school staff and substitutes. We are looked to as a regional training facility with other child care facilities in Watauga and surrounding counties regularly attending the training we offer.
- We will implement new regulations on snacks, limiting sugar and carbohydrates in October this year.
- We are changing the after school snack vendor to the same vendor currently used by the school cafeterias.. This will help both cafeteria staff and our staff while keeping costs lower than the projected 3.8%

The complete fee schedule for 2018-19 is shown on the reverse side of this page.

Pam Shirley
After School Director

**Watauga County Schools
2018 – 2019
After School Rates and Fees**

AFTER SCHOOL - MONTHLY FEES PER CHILD

<u># days per week</u>	<u>REGULAR RATE</u>	<u>**Reduced Rate Scholarship</u>	<u>WCS Employee Scholarship</u>
*3 days or less, OR Limited Use	\$152.00	N/A	\$21.50
4	\$200.00	\$98.00	\$27.50
5	\$207.00	\$103.50	\$34.75

HOLIDAY/SNOW DAY PROGRAM FEES- PER DAY, PER CHILD

1	\$23.50	\$11.75	\$4.25
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These rates are billed over a 9 month period instead of 10. This helps parents at the beginning of the year (particularly with multiple children) since we begin so late in August. It also allows us to delay the second payment until October 1 permitting more time between the first two payments. Parents/Guardians are billed at the above rates for 9 months (August through May). This will effectively be a .05 per hour increase from \$2.71 to 2.76.

* This rate also includes limited use – 1 hour or less daily for up to 5 days/week.

**The reduced rate is available only to low income parents who do not qualify for child care subsidies from the Department of Social Services and meet specific criteria.

Other fees and charges:

“Call Ahead” Rate (for unscheduled use) Afterschool: \$24.00/day

“Call Ahead” Rate (for unscheduled use) Holiday/Snow Day: \$35.00/day

Late payment fee: \$10.00 first 2 times, \$15.00 thereafter

Late pickup charge: \$1.00 per minute after 6:00 (after 3:30 for limited use)

Returned check fee: Determined and collected by a private contractor – not a revenue to the after school program.

Title I Proposed Budget 2018-2019

Federal Planning Allocation for 2018-2019	\$835, 760
Carryover from SY 17-18	\$6, 562
Total for SY 18-19	\$842, 322
Difference from SY 17-18 (w/ Carryover)	\$35, 302

District Administrative Costs	\$50, 539 (6% of Federal Allocation)
School Professional Development	\$42, 116 (5% of Federal Allocation)
School Parent Involvement	\$8, 423 (1% of total budget)
Homeless	\$1, 000
Total Combined District Set-Asides	\$102, 078

School Allotments from Federal Allocation <i>(See Attachment for Individual School Totals)</i>	\$740, 244
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Additional Information

Required Per Pupil Allotment	\$451
Actual WCS Per Pupil Allotment Based on Poverty Bands	100%- 50.1% Poverty = \$1000 50.0%- 41.1% Poverty = \$805 41.0%- 35% Poverty = \$451

2018-2019 School Allocations

(Paid by district plan)

School	Allotment	Parent Involvement	Professional Development	Subs
Bethel	\$83, 000	\$665	\$3, 994	\$2, 000
Cove Creek	\$104, 650	\$1, 041	\$6, 354	\$2, 000
Green Valley	\$221, 000	\$1, 770	\$6, 898	\$3, 000
Hardin Park	\$161, 007	\$2, 860	\$14, 885	\$1, 500
Mabel	\$97, 000	\$777	\$3, 812	\$2, 000
Valle Crucis	\$73, 513	\$1, 306	\$6, 172	\$1, 500
Total Allotted	\$740, 244	\$8, 423	\$42, 116	\$12, 000
Unallocated	\$54	\$4	\$1	-

2017-2018 School Allocations

(Paid by district plan)

School	Allotment	Parent Involvement	Professional Development	Subs
Bethel	\$121, 900	\$885	\$4, 920	\$2, 000
Cove Creek	\$119, 000	\$1, 169	\$6, 765	\$2, 500
Green Valley	\$191, 250	\$1, 879	\$7, 585	\$3, 000
Hardin Park	\$156, 800	\$3, 273	\$16, 195	\$1, 500
Mabel	\$118, 450	\$860	\$4, 715	\$2, 000
Total Allotted	\$709, 178	\$8, 700	\$40, 351	\$11, 000
Unallocated	\$1, 778	\$634	\$171	-

Eligibility Report for 2018-2019 (Based on May 2018)

School	# Free	# Reduced	Free+Reduced	# K-8	# PreK*	Total ADM	F/R %
Bethel	66	17	83	152	0	152	54.61%
BR	48	19	67	366	7	373	18.31%
CC	81	49	130	275	10	285	47.27%
GV	173	48	221	387	18	405	57.11%
HP	283	74	357	922	18	940	38.72%
Mabel	77	20	97	172	0	172	56.40%
PKW	145	45	190	571	18	589	33.27%
VC	125	38	163	402	14	416	40.55%
WHS	198	43	241	0	0	1, 059	22.76%
WIA	65	28	93	0	0	290	32.07%
District	1, 261	381	1, 642	3, 247	85	4, 681	35.73%

*#PreK not factored into F/R%



Memo To: Dr. Scott Elliott, Watauga County Schools Superintendent

From: Dana Crawford, Chief of Police
Dale Presnell, Director of Human Resources

Date: May 3, 2018

Subj: School Resource Officer

Regarding the contract between the Town of Boone and the Board of Education, below is a salary breakdown for SRO Andrew Absher for FY 2018-2019:

July 2018 - June 2019		
Salary (2184 Hours)	\$43,243	Reflects 2.5% raise pending Council approval.
Overtime (0 Hours)	\$0	
FICA & Medicare	\$3,309	
Retirement	\$3,676	
401K	\$2,163	
Health Insurance	\$7,416	
Dental Insurance	\$1,019	
Separation Allowance	\$2,163	
Training	\$775	
Vehicle Expense	\$1,500	
Uniforms	\$550	
Supplies	\$200	
Annual Town Bonus	\$150	
Life Insurance	\$95	
<hr/> \$66,259 <hr/>		

As always, it is a pleasure to provide police service for Watauga High School. We look forward to continuing this partnership.

cc: John A. Ward, III, Town Manager
Amy Davis, Finance Director

**AGREEMENT between
Watauga County Board of Education and
Town of Boone for the Police School Resource
Officer Program**

This Agreement, entered into this ____ day of August, 2018, between Watauga County Board of Education, a public body corporate organized and existing under the Constitution and laws of the State of North Carolina, hereinafter referred to as the "School Board," and the Town of Boone, a municipal corporation organized and existing under the laws of the State of North Carolina, through its Police Department, hereinafter referred to as the "Police Agency",

Witness that:

The School Board and Police Agency mutually agree as follows:

1. THAT THE SCHOOL BOARD SHALL:

- a. Provide funds on a quarterly reimbursement basis, not to exceed \$72,065 as detailed on Exhibit A attached hereto, for services rendered by Police Agency during the term of this Agreement, to the Police Agency for providing, through a law enforcement officer employed by Police Agency, those services set forth in this agreement.
- b. Develop desired schedule of work for the School Resource Officer, understanding that the School Resource Officer will comply with the Town of Boone Personnel Policies as a Town of Boone employee.

2. THAT THE POLICE AGENCY SHALL:

- a. Cause to be provided for and on behalf of the School Board one School Resource Officer to carry out the duties and responsibilities listed in this agreement. The School Board or their representatives will approve the officer to be assigned.
- b. Assist school officials in lawfully responding to any law enforcement requests for confidential student and employee records pursuant to state law, federal law, and School Board Policy 5120 and associated procedures. If, during the course of service pursuant to this Agreement the Police Agency or the School Resource Officer should obtain any information pertaining to official student records, this Agreement shall not be construed to constitute a waiver of, or to in any manner diminish the provisions for, confidentiality of student records.
- c. The Town of Boone will invoice the School Board on a quarterly basis.
- d. For the purpose of reviewing the School Resource Officer's performance as contemplated herein, allow full access to the personnel file of the School Resource Officer to the Superintendent or the Superintendent's designee, provided the Resource Officer consents and signs a written release in accordance with N.C.G.S. 160A-168(c)(6), and provided that the information in such file is kept confidential and not further disclosed.
- e. Provide, to the extent that Police Agency resources permit, an officer to temporarily perform School Resource Officer duties on occasions that the assigned School Resource Officer is unavailable to work.

3. REPORTING AUTHORITY:

- a. For issues of school policy, the School Resource Officer will follow recommendations and coordinate activities with the administration of Watauga High School.
- b. For all other law enforcement duties and general supervision as per Town of Boone and Boone Police Department Personnel Policy, the School Resource Officer will report to the Boone Police Department.

4. TERM OF AGREEMENT:

This agreement shall remain in effect from July 1, 2018, until June 30, 2019, unless terminated sooner pursuant to Section 9 of this Agreement.

5. PERFORMANCE RESPONSIBILITIES:

The purpose of the School Resource Officer position is to create a safe, inviting, and engaging learning environment for all students and school staff members.

In addition to the specific duties set forth in sections 6-8 below, the general duties of the School Resource Officer shall include:

- a. Protect students, staff, visitors and property of the school.
- b. Investigate criminal activity on school property.
- c. Assist other law enforcement agencies as requested.
- d. Assist social services and mental health agencies as requested.
- e. Patrol areas of school campus as directed or needed.
- f. Provide police protection to special and athletic events.
- g. Assist in medical emergencies as needed.
- h. Counsel school staff in crisis prevention and intervention.
- i. Conduct informal counseling with students and families.
- j. Coordinate with school administration to ensure the appropriate delineation of roles and duties between law enforcement and school administration. As such, the School Resource Officer:
 - i. Will be trained in the legal standards governing searches and interrogations of minors by law enforcement officers pursuing criminal investigations, including the standards of juvenile *Miranda*;
 - ii. Will report issues of routine school discipline to school officials and not independently investigate issues of school discipline;
 - iii. Will not ask school officials to initiate a search or interrogation for purely law enforcement purposes;
 - iv. Will not be asked to participate in the investigation of routine school discipline by school officials unless necessary to protect the safety of persons;
 - v. Will promptly notify school officials whenever a student is questioned on school premises by the SRO for a law enforcement purpose that does not arise from or relate directly to conduct on the school premises; and
 - vi. Will assist school officials in lawfully responding to any law enforcement requests for confidential student and employee records consistent with state and federal law.

6. PREVENTION:

- a. Establish positive relationships between the officer and the student population.

- b. Assist other agencies such as social services, mental health and other organizations which provide services and care to school system employees, students and families.
- c. Receive training in Conflict Resolution and Peer Mediation.
- d. Assist students and teachers through Conflict Resolution classroom activities, assemblies and informal discussion.
- e. Work with training team to conduct staff development in Conflict Resolution strategies.
- f. Assist in training students in Peer Mediation.
- g. Serve as a resource for parents and students.
- h. Maintain a crime prevention tip-line or website.

7. INTERVENTION:

- a. Identify causes of violence in the schools.
- b. Educate students with respect to the consequences of violence and criminal behavior.
- c. Investigate criminal activity against school property, personnel, students and visitors.
- d. Provide and/or coordinate law enforcement at school activities.
- e. Assist local law enforcement authorities in school-related matters as requested.
- f. Serve as liaison between law enforcement and school officials, students and parents.
- g. Keep a log of activities relating to class, student and parent contacts.
- h. Review and access school security video limited to the investigation of suspected crimes.
- i. Any other duties assigned by the Boone Police Department.

8. CRITICAL KNOWLEDGE, TRAINING OR CERTIFICATION:

- a. Basic Law Enforcement training.
- b. Certified as a North Carolina Law Enforcement Officer sworn by the Boone Police Department.
- c. General experience in law enforcement with specialized knowledge of and/or experience in dealing with substance abuse, juvenile law and operating standards of accepted School Resource Officer procedures.
- d. Crisis Prevention and Intervention training.
- e. Successful completion of School Resource Officer Certification from the NC Justice Academy.

9. TERMINATION:

(a) Either party may terminate this Agreement without cause on 90 days notice in writing to the other party.

(b) Either party may terminate this Agreement immediately for cause, upon giving written notice to the other party, in the event that the general counsel of the party terminating the Agreement provides a written statement that in his or her good faith legal opinion it is not legally permissible for that party to continue to substantially comply with this Agreement.

(c) In the event the School Board is dissatisfied with the performance of the assigned SRO, the Board shall consult with the Boone Chief of Police and the parties shall negotiate in good faith so as to reasonably satisfy the Board, either by improvement in the performance of the SRO or by assignment of a different officer to serve as SRO. In the event the Board remains dissatisfied despite the foregoing efforts, the Board may terminate this Agreement upon 30 days written notice.

In the event of termination, for whatever cause, the School Board shall provide funding as specified herein, prorated through the effective date of the termination.

IN WITNESS WHEREOF, the parties set their hands and seals in Boone, Watauga County, North Carolina.

TOWN OF BOONE

WATAUGA COUNTY
BOARD OF EDUCATION

Mayor

Chairman

ATTEST:

ATTEST:

Clerk

Superintendent

Pre-audit Statement:

This instrument has been pre-audited in the manner required by the School Budget and Fiscal Control Act.

Ly Marze, Finance Officer

**AGREEMENT between
Watauga County Board of Education and
Town of Blowing Rock for the Police School
Resource Officer Program**

This Agreement, entered into this _____ day of August, 2018, between Watauga County Board of Education, a public body corporate organized and existing under the Constitution and laws of the State of North Carolina, hereinafter referred to as the "School Board," and the Town of Blowing Rock, a municipal corporation organized and existing under the laws of the State of North Carolina, through its Police Department, hereinafter referred to as the "Police Agency"

Witness that:

The School Board and Police Agency mutually agree as follows:

1. THAT THE SCHOOL BOARD SHALL:

- a. Provide office space, access to telephone and internet, and basic office supplies.
- b. Develop desired schedule of work for the School Resource Officer, understanding that the School Resource Officer will comply with the Town of Blowing Rock Personnel Policies as a Town of Blowing Rock employee.

2. THAT THE POLICE AGENCY SHALL:

- a. Cause to be provided, at Police Agency expense, for and on behalf of the School Board one School Resource Officer to carry out the duties and responsibilities listed in this agreement. The School Board or their representatives will approve the officer to be assigned.
- b. Assist school officials in lawfully responding to any law enforcement requests for confidential student and employee records pursuant to state law, federal law, and School Board Policy 5120 and associated procedures. If, during the course of service pursuant to this Agreement the Police Agency or the School Resource Officer should obtain any information pertaining to official student records, this Agreement shall not be construed to constitute a waiver of, or to in any manner diminish the provisions for, confidentiality of student records.
- c. For the purpose of reviewing the School Resource Officer's performance as contemplated herein, allow full access to the personnel file of the School Resource Officer to the Superintendent or the Superintendent's 's designee, provided the Resource Officer consents and signs a written release in accordance with N.C.G.S. 160A-168(c)(6), and provided that the information in such file is kept confidential and not further disclosed.
- d. Provide, to the extent that Police Agency resources permit, an officer to temporarily perform School Resource Officer duties on occasions that the assigned School Resource Officer is unavailable to work.

3. REPORTING AUTHORITY:

- a. For issues of school policy, the School Resource Officer will follow recommendations and coordinate activities with the administration of Blowing Rock School.

- b. For all other law enforcement duties and general supervision as per Town of Blowing Rock and Blowing Rock Police Department Personnel Policy, the School Resource Officer will report to the Blowing Rock Police Department.

4. TERM OF AGREEMENT:

This agreement shall remain in effect from August ___, 2018, until June 30, 2019, unless terminated sooner pursuant to Section 9 of this Agreement.

5. PERFORMANCE RESPONSIBILITIES:

The purpose of the School Resource Officer position is to create a safe, inviting, and engaging learning environment for all students and school staff members.

In addition to the specific duties set forth in sections 6-8 below, the general duties of the School Resource Officer shall include:

- a. Protect students, staff, visitors and property of the school.
- b. Investigate criminal activity on school property.
- c. Assist other law enforcement agencies as requested.
- d. Assist social services and mental health agencies as requested.
- e. Patrol areas of school campus as directed or needed.
- f. Assist in medical emergencies as needed.
- g. Counsel school staff in crisis prevention and intervention.
- h. Conduct informal counseling with students and families.
- i. Coordinate with school administration to ensure the appropriate delineation of roles and duties between law enforcement and school administration. As such, the School Resource Officer:
 - i. Will be trained in the legal standards governing searches and interrogations of minors by law enforcement officers pursuing criminal investigations, including the standards of juvenile *Miranda*;
 - ii. Will report issues of routine school discipline to school officials and not independently investigate issues of school discipline;
 - iii. Will not ask school officials to initiate a search or interrogation for purely law enforcement purposes;
 - iv. Will not be asked to participate in the investigation of routine school discipline by school officials unless necessary to protect the safety of persons;
 - v. Will promptly notify school officials whenever a student is questioned on school premises for a law enforcement purpose and/or when law enforcement action is taken against any student unless such notice would compromise an active investigation; further, the School Resource Officer will consult with school officials as to whether the parent(s) or guardian of a minor should be contacted with respect to any of the foregoing; and
 - vi. Will assist school officials in lawfully responding to any law enforcement requests for confidential student and employee records consistent with state and federal law.

6. PREVENTION:

- a. Establish positive relationships between the officer and the student population.

- b. Assist other agencies such as social services, mental health and other organizations which provide services and care to school system employees, students and families.
- c. Receive training in Conflict Resolution and Peer Mediation.
- d. Assist students and teachers through Conflict Resolution classroom activities, assemblies and informal discussion.
- e. Work with training team to conduct staff development in Conflict Resolution strategies.
- f. Assist in training students in Peer Mediation.
- g. Serve as a resource for parents and students.
- h. Maintain a crime prevention tip-line or website.

7. INTERVENTION:

- a. Identify causes of violence in the schools.
- b. Educate students with respect to the consequences of violence and criminal behavior.
- c. Investigate criminal activity against school property, personnel, students and visitors.
- d. Provide and/or coordinate law enforcement at school activities.
- e. Assist local law enforcement authorities in school-related matters as requested.
- f. Serve as liaison between law enforcement and school officials, students and parents.
- g. Keep a log of activities relating to class, student and parent contacts.
- h. Review and access school security video limited to the investigation of suspected crimes.
- i. Any other duties assigned by the Blowing Rock Police Department.

8. CRITICAL KNOWLEDGE, TRAINING OR CERTIFICATION:

- a. Basic Law Enforcement training.
- b. Certified as a North Carolina Law Enforcement Officer sworn by the Blowing Rock Police Department.
- c. General experience in law enforcement with specialized knowledge of and/or experience in dealing with substance abuse, juvenile law and operating standards of accepted School Resource Officer procedures.
- d. Crisis Prevention and Intervention training.
- e. Successful completion of School Resource Officer Certification from the NC Justice Academy.

9. TERMINATION:

(a) Either party may terminate this Agreement without cause on 90 days notice in writing to the other party;

(b) Either party may terminate this Agreement immediately for cause, upon giving written notice to the other party, in the event that the general counsel of the party terminating the Agreement provides a written statement that in his or her good faith legal opinion it is not legally permissible for that party to continue to substantially comply with this Agreement.

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In the event of termination, for whatever cause, the School Board shall provide funding as specified herein, prorated through the effective date of the termination.

IN WITNESS WHEREOF, the parties set their hands and seals in Blowing Rock, Watauga County, North Carolina.

TOWN OF BLOWING ROCK

WATAUGA COUNTY
BOARD OF EDUCATION

Mayor

Chairman

ATTEST:

ATTEST:

Town Manager

Superintendent

BOE SY 17-18 Data Year in Review

Aug 2018

Prepared By: Wayne M Eberle II, Ed.D

District Proficiency

Data Review 2013-Present

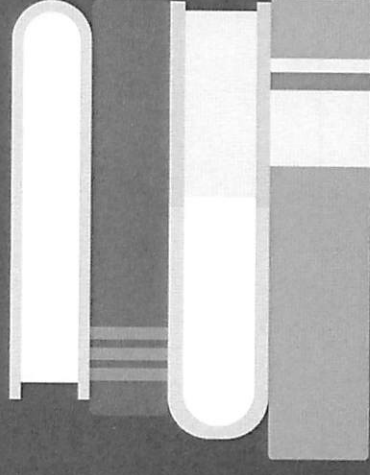
Summary: G3 ELA Read To Achieve

RETEST

- 6 schools participated
- 19 total students
- 3 of the 19 or 15.79% pass rate

SUMMER CAMP

- 20 eligible
- 6 participated
- 2 Students achieved proficiency 33% pass rate



ELA

Grade	SY 12-13 Reported Level I-IV	SY 12-13 Converted to Level I-V	SY 13-14 Reported Level I-V	SY 14-15 Reported Level I-V	SY 15-16 Reported Level I-V	SY 16-17 Reported Level I-V	SY 17-18 Reported Level I-V (First admin)	SY 17-18 Reported Level I-V (Second admin)
3	53.5%	68.6%	74.9%	70.0%	63.4%	68.2%	70.1%	
4	49.4%	63.7%	70.5%	71.5%	68.9%	67.0%	67.8%	70.2%
5	50.2%	62.9%	69.0%	68.1%	70.0%	64.8%	61.4%	66.8%
6	63.1%	75.2%	72.9%	72.2%	75.1%	77.8%	72.1%	75.4%
7	62.6%	76.6%	81.3%	73.3%	74.4%	80.3%	73.6%	75.1%
8	56.5%	70.7%	70.1%	71.3%	66.4%	73.2%	71.8%	74.3%

MATH

Grade	SY 12-13 Reported Level I-IV	SY 12-13 Converted to Level I-V	SY 13-14 Reported Level I-V	SY 14-15 Reported Level I-V	SY 15-16 Reported Level I-V	SY 16-17 Reported Level I-V	SY 17-18 Reported Level I-V (First admin)	SY 17-18 Reported Level I-V (Second admin)
3	55.8%	70.0%	73.9%	76.4%	76.0%	73.5%	71.7%	75.5%
4	50.3%	61.0%	68.2%	70.6%	68.9%	71.6%	70.2%	73.2%
5	52.3%	62.0%	61.0%	66.8%	62.0%	64.4%	66.1%	68.1%
6	52.8%	63.1%	57.5%	59.0%	59.9%	63.3%	61.7%	64.4%
7	52.6%	62.4%	63.6%	55.7%	61.2%	65.0%	63.9%	65.9%
8	53.9%	64.7%	66.0%	63.7%	60.6%	59.9%	52.5%	53.8%

Science

Grade	SY 12-13 Reported Level I-IV	SY 12-13 Converted to Level I-V	SY 13-14 Reported Level I-V	SY 14-15 Reported Level I-V	SY 15-16 Reported Level I-V	SY 16-17 Reported Level I-V	SY 17-18 Reported Level I-V (First admin)	SY 17-18 Reported Level I-V (Second admin)
5	55.5%	70.8%	78.0%	75.3%	79.0%	72.8%	70.1%	71.8%
8	72.2%	83.6%	83.7%	80.1%	84.0%	85.2%	87.6%	

NAATI 1

SY 12-13 Reported Level I-IV	SY 12-13 Converted to Level I-V	SY 13-14 Reported Level I-V	SY 14-15 Reported Level I-V	SY 15-16 Reported Level I-V	SY 16-17 Reported Level I-V	SY 17-18 Reported Level I-V
43.9%	51.9%	64.0%	48.8%	58.5%	61.7%	68.9%

Eng II

SY 12-13 Reported Level I-IV	SY 12-13 Converted to Level I-V	SY 13-14 Reported Level I-V	SY 14-15 Reported Level I-V	SY 15-16 Reported Level I-V	SY 16-17 Reported Level I-V	SY 17-18 Reported Level I-V
60.0%	71.5%	70.3%	76.3%	70.0%	72.1%	72.9%

Biology

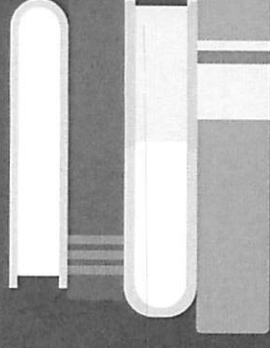
SY 12-13 Reported Level I-IV	SY 12-13 Converted to Level I-V	SY 13-14 Reported Level I-V	SY 14-15 Reported Level I-V	SY 15-16 Reported Level I-V	SY 16-17 Reported Level I-V	SY 17-18 Reported Level I-V
53.5%	65.7%	65.5%	69.6%	60.6%	57.2%	67.4%

New for SY 17-18

- More online testing (All MS/ HS/5 & 8 Science/ EOC/ NCFE online)
 - 2nd Administration Opportunity
 - G4 and G5 Math Pacing Guides and Benchmarking
 - Math I students in G8 did not participate in G8 Math
 - WHS/ WIA Introduced FLEX
-

Summary: 2nd Administration

- Offered to:
 - 3-8 Math
 - 4-8 ELA
 - 5 and 8 Science
- Used the 3 point conditional statement to determine eligibility as well as principal recommendation
- Conducted during the final teacher workdays after students left for summer
- Offered transportation in the form of satellite stops
- Offered a “grab n go” snack

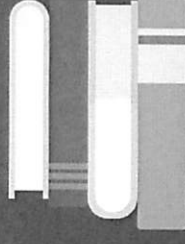


Summary: 2nd Administration Results

270* total assessments were provided. Of those 109 or 40.4% attained a Level III or higher.

- 5&8 Science: 6 of 10 or 60% pass rate
- 4-8 ELA: 52 out of 123 or 42.3% pass rate
- 3-8 Math: 51 out of 137 or 37.2% pass rate

*Total number of assessments does not represent students since some tested across multiple domains



2nd Administration Highlights

- Naturally, no school's proficiency would have gone down as a result of participation
 - As a result of 2nd Administration, the following schools and grade levels posted their personal best since SY 13-14:
 - G3 Math: B/ PKW
 - G4 Math: BR/ GV/ HP
 - G6 Math: PKW
 - G4 and G5 ELA: BR
 - G6 and G8 ELA: PKW
-

2nd Administration Lowlights

- Without 2nd Administration:
 - 6 schools overall (G3-8) would have gone down in reading proficiency from the previous SY.
 - 6 schools overall (G3-8) would have gone down in math proficiency from the previous SY.
 - 4 schools would have dropped in both ELA and Math from the previous SY.
-

G4 and G5 Math Benchmarking and Pacing Guides

Observations of this data revealed:

- G4 Yielded a higher Scale Score compared to last SY
 - G4 increased proficiency of students at Level IV and V (CCR)
 - G4 SIGNIFICANT Increase in Fractions and Geometry Domain
 - G5 Yielded a higher Scale Score compared to last SY
 - G5 increased proficiency of students at Level III, IV, and V (GLP and CCR)
 - G5 4 of the 5 domains increased. Measurement and Data decreased.
-

G4 Math

	SY 16-17	SY 17-18
District Scale Score	452.8	453.4
CCR Proficiency (Level IV and V)	62.46%	63.39%
Fractions*	2.6	11.0
Geometry*	3.8	14.5

* Data from the “Diff from State Mean Pct Correct” column on District Goal Summary Report

G5 Math

	SY 16-17	SY 17-18
District Scale Score	451.0	451.9
CCR Proficiency (Level IV and V)	56.89%	59.60%
GLP Proficiency (Level III, IV & V)	64.37%	66.10%

G5 Math

	SY 16-17	SY 17-18
Op. and Algebraic Thinking*	-1.4	3.1
Base Ten*	-0.7	4.5
Fractions*	-0.4	3.8
Measurement and Data*	6.8	1.7
Geometry*	-3.6	0.9

* Data from the "Diff from State Mean Pct Correct" column on District Goal Summary Report

G8 Math and Math I

94 students in K-8 participated in Math I. All of those students passed with a Level III or higher.

LEA= 94

B= 3

HP= 27

BR= 18

M= 6

CC= 5

PKW= 12

GV= 9

VC= 14

SY 16-17 (G8/ Math I)	
LEA	194/324= 59.88
B	9/23= 39.13
BR	40/45= 88.89
CC	15/24= 62.50
GV	16/41= 39.02
HP	62/86= 72.09
M	5/14= 35.71
PKW	33/51= 64.71
VC	14/40= 35.00

SY 17-18 (G8/ No Math I)	
	117/223= 55.47
	4/14= 28.57
	15/21= 71.43
	7/17= 41.18
	13/29= 44.83
	48/67= 71.64
	6/12= 50.00
	20/36= 55.56
	4/27= 14.81

SY 17-18 G8/ 2nd Admin/ Math I Assuming Ss would pass Math	
	214/317= 67.51
	8/17= 47.06
	33/40= 82.50
	12/22= 54.54
	22/38= 57.89
	77/94= 81.91
	12/18= 66.66
	32/48= 66.66
	18/41= 43.90

*Bethel and HP had G8 students
who passed 2nd Administration
in Math

G8 Math and Math I

SO WHAT DOES THIS TELL US?

- Confirms that G8 Math proficiency would drop as a result of not having our Math I students participate
 - 6 of the 8 schools did go down as a result
 - Stronger emphasis placed on those in standard G8 Math with attention to vertical alignment in G7 and G6.
-

WHS/ WIA EOC Proficiency Results

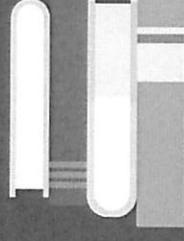
SY 16-17	Fall	Spring (No K-8)	Combined (No K-8)
Biology	63.78%	49.69%	57.18%
Eng II	76.36%	68.02%	72.11%
Math I	68.15%	32.89%	49.65%

SY 17-18	Fall	Spring (No K-8)	Combined (No K-8)
Biology	68.66%	66.67%	67.44%
Eng II	73.23%	72.55%	72.93%
Math I	65.85%	52.29%	58.33%

*SY 17-18 WHS/ WIA Introduced FLEX Schedule

Overall Summary:

- District Wide continue to focus on Math with emphasis on:
 - G5 Measurement and Data
 - G5 Geometry
 - G8 Functions
 - G8 Expressions and Equations
 - G8 Statistics and Probability
- Maintain consistent practices with Pacing Guides and Benchmarking
- Continue to offer 2nd Administration opportunity



Looking Ahead

SY 18-19

- NC Math 3 will now have an EOC
 - More opportunities to administer assessments online in lower grades
 - Ranking data in September
 - Growth Data in October
-

The Watauga County Board of Education (the "board") believes that the dress and personal appearance of students greatly affect their academic performance and their interaction with other students. The board requests that parents outfit their children in clothing that is conducive to learning. The superintendent will establish dress standards for students to follow. Generally, dress and grooming standards that comply with the superintendent's guidelines will be deemed acceptable. However, the board prohibits any appearance or clothing that does the following:

1. violates a reasonable dress code adopted and publicized by the school;
2. is substantially disruptive (for information on gang-related attire, see policy 4328, Gang-Related Activity);
3. is provocative or obscene; or
4. endangers the health or safety of the student or others.

~~Before being punished~~receiving disciplinary consequences, a student who is not in compliance with this policy and superintendent guidelines will be given a reasonable period of time to make adjustments so that he or she will be in compliance. Disciplinary consequences for a student who fails to comply after being offered this opportunity shall be consistent with Section D of policy 4300, Student Behavior Policies. The superintendent or designee shall list in the Code of Student Conduct or highlight as part of 4316-R, Student Dress Code Procedures a regulation attached to this policy the specific range of consequences that may be imposed on a student for violation of the dress code.

Legal References: G.S. 115C-47, -390.2

Cross References: Student Behavior Policies (policy 4300), School Plan for Management of Student Behavior (policy 4302), Disruptive Behavior (policy 4315), Gang-Related Activity (policy 4328), Student Dress Code Procedures (4316-R)

Adopted: May 11, 2015

Replaces: Policy 5.07.25, Watauga County Schools Dress Standards

Revised:

The Watauga County Board of Education (the "board") strives to create a safe, orderly, caring and inviting school environment. Gangs and gang-related activities have proven contrary to that mission and are prohibited within the schools. A gang is any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of criminal acts and having a common name or common identifying sign, colors or symbols. The violence and crime that accompany gangs pose a serious threat to the safety of students and employees of the school system. Even absent acts of violence or crime, the existence of gang-related activity within the schools creates an atmosphere of fear and hostility that obstructs student learning and achievement. Thus, the board condemns the existence of gangs and will not tolerate gang-related activity in the school system.

A. PROHIBITED BEHAVIOR

Gang-related activity is strictly prohibited within the schools. For the purposes of this policy, "gang-related activity" means: (1) any conduct that is prohibited by another board policy and is engaged in by a student on behalf of an identified gang or as a result of the student's gang membership; or (2) any conduct engaged in by a student to perpetuate, proliferate or display the existence of any identified gang.

Conduct prohibited by this policy includes:

1. wearing, possessing, using, distributing, displaying or selling any clothing, jewelry, emblems, badges, symbols, signs or other items with the intent to convey membership or affiliation in a gang;
2. communicating either verbally or non-verbally (gestures, handshakes, slogans, drawings, etc.) with the intent to convey membership or affiliation in a gang;
3. tagging, or otherwise defacing school or personal property with symbols or slogans intended to convey membership or affiliation in a gang (see policy 4330, Theft, Trespass and Damage to Property);
4. requiring payment of protection, or insurance or otherwise intimidating or threatening any person related to gang activity (see policy 4331, Assaults, Threats and Harassment);
5. inciting others to intimidate or to act with physical violence upon any other person related to gang activity (see policy 4331);
6. soliciting others for gang membership; and
7. committing any other illegal act or other violation of school system policies in connection with gang-related activity.

B. NOTICE

The superintendent or designee shall regularly consult with law enforcement officials to maintain current examples of gang-related activities, including but not limited to gang names and particularized examples of potential gang indicators including symbols, hand signals, graffiti, clothing, accessories and behaviors. Each principal shall maintain a list of current examples of gang-related activities to assist students, parents and teachers in identifying gang symbols and practices. The list shall be available in an easily accessible location in the main office of the school. Parents, students and school employees may, upon request, access the list, which shall include a warning that wearing or displaying clothing, hand signs or symbols identified in the list with the intent to convey membership or affiliation in any gang may subject a student to discipline under this policy.

In addition, the Code of Student Conduct and all student handbooks (or such other similar materials distributed to parents and students in lieu of a student handbook) shall contain notice that (1) current information on gang-related activities is maintained in the main office at each school; (2) information on gang-related activities is subject to change and the principal should be consulted for updates; and (3) wearing or displaying clothing, hand signs or symbols identified in the list with the intent to convey membership or affiliation in any gang may subject a student to discipline under this policy. The Code of Student Conduct and student handbook (or such other similar materials) also shall provide the addresses of websites that contain additional information identifying gang signs, symbols, clothing and other gang indicators.

In providing this information for students and parents, the board acknowledges that not all potential gang indicators connote actual membership in a gang.

C. CONSEQUENCES

~~Before being punished~~receiving disciplinary consequences for a violation of subsection A.1 or A.2, above, a student shall receive an individualized warning as to what item or conduct is in violation of this policy and shall be permitted to immediately change or remove any prohibited items. A student may be ~~punished~~disciplined only if he or she previously received notice that the specific item or conduct is prohibited.

Disciplinary consequences for violations of subsections A.1, A.2 and A.6, above, shall be consistent with Section D of policy 4300, Student Behavior Policies. The superintendent or designee shall list in the Code of Student Conduct the specific range of consequences that may be imposed on a student for violations of these subsections.

Violations of subsections A.3, A.4, A.5 and A.7, above, are violations of both this policy and other board policies. Disciplinary consequences for such violations shall be consistent with Section D of policy 4300 and the specific range of consequences listed in the Code of Student Conduct for the other board policy violated. That the violation was

gang-related shall be an aggravating factor when determining the appropriate consequences.

In a situation where a student has violated this policy or is otherwise suspected of gang affiliation through other circumstantial evidence, the principal shall conduct an intervention involving the principal and/or assistant principal, the student and the student's parent. Such intervention also may include the school resource officer and others as appropriate. The purpose of an intervention is to discuss school officials' observations and concerns and to offer the student and his or her parents information and an opportunity to ask questions or provide other information to the school officials.

This policy shall be applied in a non-discriminatory manner based on the objective characteristics of the student's conduct in light of the surrounding circumstances.

Legal References: G.S. 115C-390.2

Cross References: Student Behavior Policies (policy 4300), Student Dress Code (policy 4316), Theft, Trespass and Damage to Property (policy 4330), Assaults, Threats and Harassment (policy 4331), Criminal Behavior (policy 4335)

Adopted: October 13, 2014

Revised:

Attendance in school and participation in class are integral parts of academic achievement and the teaching-learning process. Through regular attendance, students develop patterns of behavior essential to professional and personal success in life. Regular attendance by every student is mandatory. The State of North Carolina requires that every child in the State between the ages of 7 (or younger if enrolled) and 16 attend school. Parents and legal guardians are responsible for ensuring that students attend and remain at school daily.

A. ATTENDANCE RECORDS

School officials shall keep accurate records of attendance, including accurate attendance records in each class. Attendance records will be used to enforce the Compulsory Attendance Law of North Carolina.

B. LAWFULLY EXCUSED ABSENCES

When a student must miss school, a written excuse signed by a parent or guardian must be presented to the student's teacher on the day the student returns after an absence. Absences due to extended illnesses may also require a statement from a physician. An absence may be lawfully excused for any of the following reasons:

1. personal illness or injury that makes the student physically unable to attend school;
2. isolation ordered by the State Board of Health;
3. death in the immediate family;
4. medical or dental appointment;
5. participation under subpoena as a witness in a court proceeding;
6. a minimum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent(s);
7. participation in a valid educational opportunity, such as travel or service as a legislative or Governor's page, with prior approval from the principal;
8. pregnancy and related conditions or parenting, when medically necessary; or
9. visitation with the student's parent or legal guardian, at the discretion of the superintendent or designee, if the parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy 4050, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting.

In the case of excused absences, and short-term out-of-school suspensions, and absences under G.S. 130A-440 (for failure to submit a school health assessment form within 30 days of entering school) the student will be permitted to make up his or her work. (See also policies 4110, Immunization and Health Requirements for School Admission, and 4351, Short-Term Suspension.) The teacher will determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time period.

C. SCHOOL-RELATED ACTIVITIES

All classroom activities are important and difficult, if not impossible, to replace if missed. Principals shall ensure that classes missed by students due to school-related activities are kept to an absolute minimum. The following school-related activities will not be counted as absences from either class or school:

1. field trips sponsored by the school;
2. job shadows and other work-based learning opportunities, as described in G.S. 115C-47(34a);
3. school-initiated and -scheduled activities;
4. athletic events that require early dismissal from school;
5. Career and Technical Education student organization activities approved in advance by the principal; and
6. in-school suspensions.

Assignments missed for these reasons are eligible for makeup by the student. The teacher will determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time period.

D. EXCESSIVE ABSENCES

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement. Students are expected to be at school on time and to be present at the scheduled starting time for each class. Students who are excessively tardy to school or class may be subjected to additional disciplinary actions. ~~suspended for up to two days for such offenses.~~

The principal shall notify parents and take all other steps required by G.S. 115C-378 for excessive absences. Students may be suspended for up to two days for truancy.

~~If a student is absent from school for five or more days in a semester, the principal or a committee established by the principal shall consider whether the student's grades should~~

be reduced because of the absences. The principal or committee shall review other measures of academic achievement, the circumstances of the absences, the number of absences, and the extent to which the student completed missed work. A committee may recommend to the principal and the principal may make any of the following determinations:

1. the student will not receive a passing grade for the semester;
2. the student's grade will be reduced;
3. the student will receive the grade otherwise earned; or
4. the student will be given additional time to complete the missed work before a determination of the appropriate grade is made.

Students with excused absences due to documented chronic health problems are exempt from this policy. In addition, for students experiencing homelessness (see board policy 4125, Homeless Students), school officials must consider issues related to the student's homelessness, such as a change of caregivers or nighttime residence, before taking disciplinary action or imposing other barriers to school attendance based on excessive absences or tardies.

Legal References: McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431, et seq.; G.S. 115C-47, -84.2, -288(a), -375.5, -378 to -383, -390.2(d), -390.2(l), -390.5, -407.5; 130A-440; 16 N.C.A.C. 6E .0102, .0103; State Board of Education Policies ATND-000, -003, NCAC-6E.0104

Cross References: Education for Pregnant and Parenting Students (policy 4023), Children of Military Families (policy 4050), Immunization and Health Requirements for School Admission (policy 4110), Homeless Students (policy 4125), Short-Term Suspension (policy 4351)

Adopted: February 9, 2015

Revised: March 14, 2016; August 14, 2017 (Legal references only);

Replaces: Policy 5.02.20, Attendance Requirements

The Watauga County Board of Education (the "board") is the sole entity authorized to execute formal contracts between the school system and any firm or person offering to provide materials, equipment, or services to the school system. Creditors are on notice that the board may choose not to honor contracts entered into by school or school system officials without authority to enter into contracts.

A. AUTHORIZATION TO ENTER INTO CONTRACTS

No contract requiring the expenditure of funds may be entered into unless the budget resolution adopted pursuant to policy 8110, Budget Resolution, authorizes the expense and there is a sufficient unencumbered balance to pay the amount to be disbursed. (See policy 6421, Pre-Audit and Disbursement Certifications.) No contract may be entered into with a restricted company, as listed by the state treasurer in accordance with G.S. 147, art. 6E or 6G, except as permitted by those laws.

Any contract involving expenditures in excess of \$90,000 must be approved in advance by the board unless provided otherwise in board policy. (Approval requirements for construction and repair contracts are established in policy 9120, Bidding for Construction Work.) Unless otherwise prohibited by statute or regulation, the superintendent or designee is authorized to enter into contracts or approve amendments to contracts for materials, equipment, supplies, or services involving amounts up to \$90,000. However, change orders for construction and repair contracts are subject to the requirements of policy 9030, Facility Construction, not this provision.

To provide greater flexibility at the school level, the superintendent also may establish circumstances in which principals may enter contracts involving amounts up to \$5,000. The superintendent, with appropriate involvement of the finance officer, shall establish any procedures necessary to ensure fiscal accountability and reporting by principals who enter into contracts.

At least monthly, the superintendent shall report to the board all contracts and contract amendments approved by the superintendent under this policy that exceed \$30,000.

B. CONTRACT FORMS

The board attorney shall review any contract forms developed for use by a school or the school system.

C. LEASE PURCHASE CONTRACTS

The finance officer must approve any request to enter lease purchase contracts as authorized by G.S. 115C-528, regardless of the dollar amount. After considering the principal and amount of interest, the superintendent must determine that the lease purchase is a fiscally prudent choice that is consistent with board policy.

The finance officer shall provide the board with periodic reports on lease purchase contracts, including the amount of the principal, interest paid, and the amount of the outstanding obligation.

D. OTHER APPLICABLE POLICIES AND LAWS

Purchases may be made through the State Division of Purchase and Contract in accordance with the Division's rules and regulations, as authorized by G.S. 115C-522.

All contracts involving construction or repair work or purchase of apparatus, supplies, materials, or equipment must be undertaken in compliance with Chapter 143 of the North Carolina General Statutes, except as provided elsewhere by state law. Contracts must also comply with applicable board policies, including, but not limited to, policies 6430, Purchasing Requirements for Equipment, Materials, and Supplies; 6450, Purchase of Services; 9030, Facility Construction; 9110, Use and Selection of Architects, Engineers, Surveyors, and Construction Managers At Risk; and 9120, Bidding for Construction Work.

All contracts subject to the E-Verify requirement will contain a provision stating that the contractor and the contractor's subcontractors must comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

Legal References: G.S. 64, art. 2; 115C-36, -47, -264, -440, -441, -522, -528; 143-49 and art. 8; 147 art. 6E, art. 6G

Cross References: Pre-Audit and Disbursement Certifications (policy 6421), Purchasing Requirements for Equipment, Materials, and Supplies (policy 6430), Purchase of Services (policy 6450), Budget Resolution (policy 8110), Facility Construction (policy 9030), Use and Selection of Architects, Engineers, Surveyors, and Construction Managers At Risk (policy 9110), Bidding for Construction Work (policy 9120)

Adopted: February 8, 2016

Revised: May 9, 2016; November 14, 2016; March 15, 2018

PRE-AUDIT AND DISBURSEMENT CERTIFICATIONS

Policy Code:

6421

Except as otherwise provided by law, no obligation may be incurred by the school system unless the budget resolution includes an appropriation authorizing the obligation and an unencumbered balance remains in the appropriation sufficient to pay in the current fiscal year the sums obligated by the transaction for the current fiscal year.

An obligation incurred in violation of the requirements of state law as specified in this policy is invalid and may not be enforced. The finance officer shall establish procedures in accordance with any rules adopted by the Local Government Commission to assure compliance with statutory requirements and this policy.

A. PREAUDIT CERTIFICATION

If an obligation is reduced to a written contract or written agreement requiring the payment of money, or is evidenced by a purchase order for supplies and materials, the written contract, agreement, or purchase order will include on its face a certificate stating that the instrument has been preaudited to assure compliance with state law. The finance officer shall sign the certificate, which will take substantially the following form:

This instrument has been preaudited in the manner required by the School Budget and Fiscal Control Act.

(date)

(signature of finance officer)

B. DISBURSEMENT CERTIFICATION

The board authorizes bills, invoices, salaries, and other claims to be paid by check or draft on an official depository; bank wire transfer from an official depository; electronic payment or an electronic funds transfer originated by the school system through an official depository; or warrant on the State Treasurer. Any check or draft on an official depository will bear on its face a certificate signed by the finance officer (or signed by a designated board member if the board approves a claim that was disapproved by the finance officer). The certificate will take substantially the following form:

This disbursement has been approved as required by the School Budget and Fiscal Control Act.

(signature of finance officer)

C. EXCEPTIONS TO THE CERTIFICATION REQUIREMENTS

No pre-audit or disbursement certificate is required for (1) an obligation, or a document related to the obligation, that has been approved by the Local Government Commission; (2) payroll expenditures, including employee benefits; or (3) electronic payments, ~~upon adoption of and~~ made in compliance with rules adopted by the Local Government Commission.

~~An obligation incurred in violation of the requirements of state law as specified in this policy is invalid and may not be enforced. The finance officer shall establish procedures in accordance with any rules adopted by the Local Government Commission to assure compliance with statutory requirements and this policy.~~

Legal References: G.S. 115C-441; 20 N.C.A.C. 03.0409, 20 N.C.A.C. 03.0410

Cross References: Contracts with the Board (policy 6420), Budget Resolution (policy 8110), School Finance Officer (policy 8510)

Adopted: February 8, 2016

Replaces: Policy 6.04, Management of Funds (in part)

Revised:

The Watauga County Board of Education (the "board") encourages individuals and organizations to consider making a donation of real property, personal property, or funds gift or bequest to the school system. Donations, whether in the form of a gift or bequest, Such gifts foster community support for the schools and improve the school system for the benefit of students and others. As an expression of the board's gratitude, the superintendent shall provide for the appropriate recognition of donors.

A. SUITABILITY OF DONATIONS

The superintendent or designee shall evaluate any donation offers in order to determine whether the donation is suitable for the school or the school of gifts or bequests that are not revenues or gifts of nominal value system. Donations may not conflict with the school system's educational mission. In determining the suitability of a donation intended to benefit any program that is appropriately segregated by gender, such as a school athletic program, the superintendent must consider equity and Title IX issues in relation to overall funding and opportunities for participation.

Donations of real or personal property will be accepted only if the donor can demonstrate that he or she has clear and free title to the property. The superintendent/designee also must consider the gift's suitability, any safety hazards associated with gifts of real or personal property, Donations must not impose any undue financial burden or obligation on the school system. Any donation that includes advertisements must be consistent with policy 5240, Advertising in the Schools, and the food and beverage marketing requirements of policy 6140, Student Wellness, and the cost of maintaining the gift.

For Ccomputer equipment or other technological resources, the superintendent/designee shall ensure that such items are compatible with minimum hardware and software standards set by the technology director. Any donation from an E-rate service provider must comply with gift rules applicable to federal agencies.

Upon receiving notification of a donor's intent to offer a gift to a school, a principal shall give written notification to the superintendent that states the nature of the gift and the purpose for which it is donated. The superintendent shall ensure that any offered gift imposes no undue financial burden or obligation on the school system.

The board establishes the following conditions for the acceptance of gifts. Other conditions may be set as the board deems appropriate.

B. ACCEPTING DONATIONS

Upon receiving an offer of a donation to the school, a principal must give the superintendent written notification that states the nature of the donation and the purpose for which it is donated. The principal does not have the authority to accept donations to the school.

The superintendent may accept ~~gifts~~ donations of less than \$10,000 on behalf of the board. The superintendent shall report any accepted ~~gifts~~ donations of more than a nominal value of \$10,000 ~~or more~~ at the next board meeting. The board reserves the right to determine in each particular case the appropriateness of any ~~contribution~~ donation of \$10,000 ~~or more~~ and may accept or reject a ~~contribution~~ donation as the board sees fit.

The superintendent shall make a recommendation to the board on the suitability of any donation with a value that exceeds \$10,000. After considering the superintendent's recommendation, the board will decide whether to accept the donation.

1. ~~Gifts of real or personal property will be accepted only if the donor can demonstrate that he or she has clear and free title to the property.~~

C. USE OF A DONATION

Unless otherwise specified in a written agreement approved by the board, any accepted donation becomes the permanent property of the school system. Anything purchased with donated funds, including funds raised through a crowdfunding campaign, project, or platform, become the property of the school system, and the title to such property vests in the board. If the board at any time determines that property donated, or acquired with donated funds, is unnecessary or undesirable for public school purposes, the board may dispose of such property in accordance with state law.

The ~~A~~ donor may request that a ~~gift or bequest~~ donation be designated for use in a particular purpose ~~area~~. However, the board reserves the right to utilize the ~~funds~~ donation as it deemed appropriate.

Any donation constituting revenues will be deposited in the proper account. The specific manner in which donated funds are expended for a designated purpose within a designated area will be determined under the direction of the superintendent.

2. ~~A gift must not impose any undue financial burden or obligation on the school system.~~
3. ~~All supplies and equipment purchased with funds from any donor become the property of the board, and the title to such property vests in the board.~~

The board has no responsibility and makes no promises to continue any program initiated with donor contributions once the donated funds are expended.

4. ~~Any gift or donation that includes advertisement must be consistent with policy 5240, Advertising in the Schools.~~
5. ~~The board may reject any gift or donation that the board determines is in conflict with the educational mission of the school system.~~

6. ~~Any gift or donation from an E-rate service provider must comply with gift rules applicable to federal agencies.~~

Before installation of major donations that will become a permanent part of the school facility or grounds, such as playground equipment, bleachers, scoreboards, outdoor lights, or fences, the superintendent or designee must approve the design, location and construction material. ~~of major gifts that will become a permanent part of the school facility or grounds, such as playground equipment, bleachers, scoreboards, outdoor lights or fences, etc. Any such gift also must meet any required safety standards.~~

~~Any gift or bequest constituting revenues that is accepted by the board will be deposited in the proper fund.~~

~~The superintendent shall provide for the appropriate recognition of contributors.~~

~~Unless otherwise specified in a written agreement approved by the board, any gift or bequest becomes the permanent property of the school system. If the board at any time determines that such property is unnecessary or undesirable for public school purposes, the board may sell such property in accordance with state law.~~

Legal References: G.S. 115C-36, -47, -518; G.S. 115C, art. 35; 47 C.F.R. 54.503; FCC Sixth Report and Order 10-175

Cross References: Technology in the Educational Program (policy 3220), Advertising in the Schools (policy 5240), Student Wellness (policy 6140)

Adopted: February 8, 2016

Revised:

TITLE I PROGRAM COMPARABILITY OF SERVICES

Policy Code: **3565/8307**

To improve the academic achievement of educationally and economically disadvantaged children, the Watauga County Board of Education (the "board") will participate in the federal Title I program.

A. TITLE I MAINTENANCE OF EFFORT

The school system will maintain fiscal effort with state and local funds as required to be eligible for the receipt of funds through Title I, Part A of the Elementary and Secondary Education Act, as amended.

B. USE AND ALLOCATION OF TITLE I FUNDS

Title I funds will be used to supplement, and not to supplant, non-federal funds that would otherwise be used for the education of students participating in the Title I program. Accordingly, state and local funds will be allocated to each school receiving Title I funds in a manner that ensures that each such school receives all of the state and local funds it would otherwise receive in the absence of Title I funding.

C. COMPARABILITY OF SERVICES

State and local funds will be used in schools receiving Title I funds to provide services that, taken as a whole, are at least comparable to services in schools that are not receiving Title I funds, or, if all schools receive Title I funds, to provide services that are substantially comparable in each school. The board will ensure equivalence among schools in the allocation of state and local resources for (1) teachers, administrators, and other staff, and (2) curriculum materials and instructional supplies. In addition, the board will establish and implement system-wide salary scales that are applicable to all staff whether assigned to Title I or non-Title I schools.

D. COMPARABILITY TESTING

The superintendent shall direct the Title I ~~coordinator~~director, in conjunction with the finance officer, to conduct comparability testing before November 1 of each school year to assess the equivalent distribution of state and local resources among schools. The Title I director will determine annually whether to compare student enrollment to instructional staff or to instructional staff salary and also whether schools will be examined on a grade-span basis or on a school-by-school basis. The following will be excluded when determining comparability: (1) any resources paid with federal or private funds; (2) supplemental state or local funds expended for programs that meet the intent and purpose of Title I; (3) staff salary differentials for years of employment; (4) unpredictable changes in student enrollment or personnel assignments that occur after the beginning of a school year; (5) state and local funds expended for language instruction programs; and (6) excess

costs of providing services to students with disabilities. Comparability testing will be completed using the forms, measures, methodologies, and following the other guidance created as specified by the North Carolina Department of Public Instruction (NCDPI) for the calculation of comparability. Schools may be examined on either a grade span or school-by-school basis. The superintendent or designee shall submit the comparability testing report annually to NCDPI by the deadline established by that agency.

E. CORRECTION OF NONCOMPLIANCE

If comparability testing identifies any instances of variance greater than 10%, the Title I ~~coordinator-director~~ shall notify the superintendent or designee without delay. The superintendent or designee shall promptly make adjustments as needed to ensure comparability. These adjustments may include, but need not be limited to, reallocation of materials or supplies, or reassignment of personnel.

F. DOCUMENTATION OF COMPLIANCE WITH TITLE I FISCAL REQUIREMENTS

The superintendent or designee shall provide in a timely manner ~~all~~ any assurances, additional documentation, or other information required by the State Board of Education/NCDPI to demonstrate the school system's compliance with Title I fiscal requirements.

G. RECORDS MAINTENANCE

The superintendent or designee shall maintain reports and other documentation demonstrating compliance with the requirements of this policy, including documentation to demonstrate that any needed adjustments to staff assignments were made annually, for review by the North Carolina Department of Public Instruction or auditors upon request.

The superintendent shall ensure that all other requirements for receiving Title I funds are fulfilled in an accurate and timely manner and shall develop, or cause to be developed, any additional procedures necessary to implement this policy.

Legal References: Elementary and Secondary Education Act, 20 U.S.C. 6301 *et seq.*, 34 C.F.R. pt. 200

Cross References:

Other Resources: *Non-Regulatory Guidance, Title I Fiscal Issues*, U.S. Department of Education (February 2008), available at <http://www2.ed.gov/programs/titleiparta/fiscalguid.pdf>

Adopted: December 12, 2016

Revised: _____

A. PRINCIPLES

The Watauga County Board of Education (the "board") encourages the development and participation of parent organizations that support the goals of the board and the school system. The board recognizes that parent organizations are an effective means of involving parents in their children's schools. The superintendent and school administrators shall inform parent organizations of specific goals for each school and shall help these parent organizations identify opportunities to assist the school in achieving those goals. Subject to the provisions of board policy and superintendent regulations, school personnel are encouraged to work with parent organizations when projects or activities are to be conducted for the benefit of the school and will not interfere with normal operation of the school.

Participation in parent organizations is always voluntary. No student or parent will be required to participate in a parent organization as a condition of participation in a curricular or extracurricular school activity or program.

B. CONDITIONS FOR ESTABLISHING PARENT ORGANIZATIONS

Parent organizations, including PTAs, PTOs and booster clubs, are not considered a part of the school system and may not represent themselves to students, parents, or others as official representatives of a school or the school system. However, because these organizations and their activities reflect upon the school system, all parent organizations must comply with the following conditions in order to operate in conjunction with the schools.

1. All parent organizations must provide the principal with a document describing the purpose of the organization and the general rules and procedures by which it will operate. Any later modifications to the organization's purpose or general rules and procedures also must be provided in writing to the principal.
2. Parent organizations must obtain prior approval from the principal for (a) any fund-raising event; (b) any purchase for the school; (c) any function involving the participation of students; or (d) any event that is likely to reflect upon the school or the school system.
3. Fliers and other literature displayed or distributed by parent organizations must comply with policy 5210, Distribution and Display of Non-School Material.
4. Parent organizations are responsible for maintaining their own financial records in accordance with the requirements of Section C. Employees of the school system are not permitted to manage the affairs of parent organizations during the workday.

5. Parent organizations are expected to consider the cultural diversity and economic differences of students and parents in planning school-related functions.

The principal shall grant or deny parent organizations approval to operate at each school. Parent organizations that do not comply with board policies may have approval to operate within the school revoked by the principal or the superintendent. The superintendent shall provide a list of the approved parent organizations to the board annually.

C. FUNDS MANAGEMENT

Parent organization funds may be used only for purposes consistent with the goals, rules, and procedures of the organization. Adequate financial records, including sales slips, receipts, invoices, and any other documentation of expenditures, must be maintained and be accessible to parents and school officials on request.

Parent organization funds may be deposited only in an account maintained by the organization. All checks must be signed by the organization treasurer and either the organization president or vice-president. The organization president should periodically review the organization bank records, which must be reconciled by the organization treasurer at least monthly.

All financial documents and accounts of the parent organization must be in the name of the parent organization and not in the name of the school, the school system, or a specific school team or program. Bank accounts should reflect the official name of the parent organization and carry the parent organization's tax identification number. The school system's tax identification number may not be used on a parent organization's bank account or financial documents. The school system does not have any financial responsibility for the payment of obligations incurred by a parent organization.

C.D. ~~DONATIONS TO A SCHOOL OR THE SCHOOL SYSTEM~~

~~Any item that a parent organization proposes to contribute to a school must meet all legal requirements, including safety codes. Before accepting a donation of equipment, supplies or funds to the school system from a parent organization, the principal must notify the superintendent and ensure that the donation complies with the must be made in accordance with the process and requirements of policy 8220, Gifts and Bequests.—All donated items become the property of the school system. While the intent of the donor will be considered, the school system reserves the right to modify the use of the donation if the needs of students or the school system change.~~

Legal References: G.S. 115C-36, -47

Cross References: Parental Involvement (policy 4002), Distribution and Display of Non-School Material (policy 5210), Gifts and Bequests (policy 8220)

Adopted: February 8, 2016

Replaces: Policy 2.04.10, Organizations

Revised:

PUBLIC RECORDS – RETENTION, RELEASE, AND DISPOSITION

Policy Code: **5070/7350**

The Watauga County Board of Education (the “board”) is committed to providing access to public records and public information. All employees shall comply with the public records law and this policy.

A. PUBLIC RECORD DEFINED

Any record, in any form, that is made or received by the board or its employees in connection with the transaction of public business is a public record that must be made available to the public, unless such record is protected from disclosure by federal or state law or is otherwise exempted from the public records law, G.S. 132-1 through 132-9. (See policy 5071/7351, Electronically Stored Information Retention, for specific information regarding public records in electronic form.)

Though the school improvement plan is a public record, the school safety components of the plan are not public records subject to public records law. Schematic diagrams, as described in G.S. 115C-105.53 and -105.54, and emergency response information, as described in G.S. 115C-47(40) and 105.54, are also not considered public records subject to public records law.

The official records of students are not public records subject to inspection and examination. (For additional information regarding the release of information about students, see policy 4700, Student Records.) Further, any written material containing the identifiable scores of individual students on any test taken pursuant to the state testing program described in Chapter 115C, Article 10A of the North Carolina General Statutes is not a public record. Any test that is developed, adopted, or provided as part of the state testing program is not a public record until the State Board of Education designates that the test is released.

Information in school system employee personnel files is protected from disclosure in accordance with G.S. 115C-319, except that the following employee information is public record.

1. Name.
2. Age.
3. The date of original employment or appointment.
4. The terms of any past or current contract by which the employee is employed, whether written or oral, to the extent that the board has the written contract or a record of the oral contract in its possession.

5. Current position.
6. Title.
7. Current salary (includes pay, benefits, incentives, bonuses, deferred compensation, and all other forms of compensation paid to the employee).
8. The date and amount of each increase or decrease in salary with the board.
9. The date and type of each promotion, demotion, transfer, suspension, separation, or other change in position classification with the board.
10. The date and general description of the reasons for each promotion with the board.
11. The date and type of each dismissal, suspension, or demotion for disciplinary reasons taken by the board. If the disciplinary action was a dismissal, a copy of the written notice of the final decision of the board setting forth the specific acts or omissions that are the basis of the dismissal.
12. The office or station to which the employee is currently assigned.

The name of a participant in the North Carolina Address Confidentiality Program is not a public record and must be redacted from any records released. As necessary, school personnel may combine public and confidential records to meet the business needs of the system. However, if a record contains confidential information as well as public information, school officials must provide the requested public record with the confidential information removed or redacted.

B. DESIGNATION OF RECORDS OFFICER

The superintendent shall designate a records officer or otherwise ensure that the duties of a records officer are met.

1. Duties of the Records Officer

The duties of the records officer include the following:

- a. determining whether records are public or confidential by law, with assistance from the local board attorney as necessary;
- b. determining the most cost-effective means of storing and retrieving public records that include confidential information;
- c. providing training, consultation, and guidelines to school officials who respond to or are otherwise involved in public records requests;

- d. determining the actual cost of providing copies of public records in various forms, such as paper or electronic media, in which the school system is capable of providing the records;
- e. determining the cost of a request for copies of public records when a special service charge is applicable or when the school system is voluntarily creating or compiling a record as a service to the requester; and
- f. reviewing appeals of any denial of a request for public records.

2. Other Duties

~~Other duties to be performed by the records officer, a~~ A designated electronic records officer, or other employee(s) as determined by the superintendent include the following: shall review all electronic data-processing systems created by the school system or being considered for acquisition through lease, purchase, or other means, to ensure they are designed and maintained in a manner that:

- a. ~~reviewing all electronic data-processing systems being considered for lease or purchase to ensure that they will not impede the school system's ability to permit public inspection and examination of~~ public records; and
- b. ~~ensuring that databases are indexed as required by law; and~~ provides a means of obtaining copies of such records.
- c. ~~conducting an inventory of electronic databases maintained by the school system on a regular basis.~~

~~C.~~ INDEXING OF COMPUTER DATABASES

~~All computer databases compiled or created after June 30, 1998 must be indexed as required by law. The form and content of the indexes must conform to the guidelines issued by the North Carolina Division of Archives and History.~~

~~Any computer database that is being considered for purchase or lease by the school system and that will be subject to the indexing requirements should include the statutorily required index provided by the vendor at no additional cost to the school system.~~

~~In addition, the school system will voluntarily index databases created or compiled prior to July 1, 1998, so long as the process is not unreasonably burdensome or costly. Any voluntary indexing does not have to meet statutory requirements or the guidelines issued by the North Carolina Division of Archives and History.~~

~~D.C.~~ REQUESTS FOR PUBLIC RECORDS

All requests for examining or obtaining copies of public records should be in writing or recorded by school system personnel. This policy, administrative guidelines, information on the actual cost of producing public records, information on how to reach the records officer, information about how to appeal a denial of a public records request, and information regarding any computer database indexes must be made available to individuals requesting public records.

Public records must be released in accordance with the law. Any denial of a public records request must be made in writing and must include the basis for the denial. The superintendent or designee may issue additional guidelines consistent with this policy to further clarify the process for requesting public records.

E.D. FEES FOR COPIES OF PUBLIC RECORDS

Persons requesting copies of public records will be charged any applicable fees as determined by the records officer (see subsections B.1.d and B.1.e above). The school system shall not charge any fees for separating confidential information that is commingled with public records.

F.E. ELECTRONIC MAIL LISTS

A school employee may be authorized by the superintendent or designee to maintain an electronic mail list of individual subscribers. Such a list may be used only: (1) for the purpose for which the subscribers subscribed to it; (2) to notify subscribers of an emergency to public health or public safety; or (3) in the event of deletion of the list, to notify subscribers of the existence of any similar lists. Although such electronic mail lists of individual subscribers shall be available for public inspection in either printed or electronic format to the extent permitted by law, school officials shall not provide anyone with copies of such lists. Release for public inspection of any subscriber list must be consistent with the Family Education Rights and Privacy Act (FERPA) if the list contains personally identifiable information from student education records. See policy 4700, Student Records. School officials shall redact any and all personally identifiable information in these subscriber lists before making them available for public inspection.

G.F. DESTRUCTION OF PUBLIC RECORDS

School personnel shall comply with the *Records Retention and Disposition Schedule for Local Education Agencies* adopted by the N.C. Department of Cultural Resources, Division of Archives and History, unless otherwise required by statute, regulation, or other legal authority. The superintendent may establish regulations for the destruction of records in accordance with the approved schedule.

Legal References: Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; G.S. 14-113.8(6); 115C-47(40), -105.27(a2), -105.53, -105.54, -109.3, -174.13, -319 to -321, -402; 132-1 to -9; *Public Database Indexing Guidelines*, N.C. Department of Natural and Cultural Resources (2014, available at <http://archives.ncder.gov/For-Government/Digital-Records/Digital-Records->

~~Policies and Guidelines#digpres;—Records Retention and Disposition Schedule for Local Education Agencies, N.C. Department of Natural and Cultural Resources (1999), available at <https://archives.ncdcr.gov/government/retention-schedules/local-government-schedules#localschedules> <http://archives.ncdcr.gov/For-Government/Retention-Schedules/Local-Schedules>; N.C. Attorney General Advisory Opinion, letter to Elizabeth Buford, February 26, 1996, available at <http://www.ncdoj.gov/About-DOJ/Legal-Services/Legal-Opinions/Opinions/Public-Records-Computer-Database-Index.aspx>~~

Cross References: North Carolina Address Confidentiality Program (policy 4250/5075/7316), Student Records (policy 4700), Confidentiality of Personal Identifying Information (policy 4705/7825), News Media Relations (policy 5040), Electronically Stored Information Retention (policy 5071/7351), Personnel Files (policy 7820)

Adopted: June 8, 2015

Revised: January 28, 2016;

In recognition of the trust and responsibility placed with the board to manage financial resources for the local educational program, the Watauga County Board of Education (the "board") establishes the following standards.

1. The board and all employees of the school system will manage and use available funds efficiently and effectively to meet the goals of the local board and State.
2. Effective Accounting, financial reporting and management control systems will be designed, and maintained, and periodically reviewed to (a) enable the board and school system to have access to accurate, reliable and relevant data; and to (b) provide assurance that school system obligations are paid in a timely manner and that accounts are not overspent; (c) provide assurance that funds and records are safeguarded at all times; and (d) permit audits and periodic reports adequate to show that those in charge have handled funds within legal requirements and in accordance with board policy.
3. The superintendent and finance officer shall keep the board sufficiently informed regarding the budget through periodic financial statements showing the financial condition of the school system, other periodic reports, and any other appropriate means so that the board can deliberate upon and evaluate the budget.
4. No moneys will be expended, regardless of the source (including moneys derived from federal, state, local or private sources), except in accordance with the board's budget resolution or amendments to the budget resolution. The superintendent is authorized to transfer moneys from one appropriation to another within the same fund, subject to such limitations and procedures as may be prescribed by board resolution or state or federal law or regulation. Any such transfers must be reported to the board at its next regular meeting and recorded in the minutes.
5. All receipts and disbursements shall be accounted for according to generally accepted accounting principles for governmental entities.
- 4.6. Each employee responsible for handling school system funds or funds of individual schools shall comply with all applicable state and federal laws and regulations, board policies, administrative procedures, and any applicable procedures, requirements, or guidelines established by the finance officer.
- 5.7. Principals and school improvement teams must be familiar with state and local board requirements related to managing and using fiscal resources and must comply with these requirements in developing and implementing school improvement plans.

Legal References: G.S. 115C-105.25, -425, -433

Adopted: February 8, 2016

Replaces: Policy 6.04, Management of Funds (in part)

| Revised:

Except as otherwise provided by law, all monies collected or received by an officer, employee or agent of the school system or an individual school must be deposited in accordance with this policy. Each officer, employee and agent of the school system or individual school whose duty it is to collect or receive any taxes or other monies shall ensure such collections and receipts are deposited daily. ~~his or her collections and receipts.~~ However, if the amount on hand is less than \$250.00, daily deposits are encouraged but are not required. On any day when the deposit exceeds \$250.00, the deposit shall be made on that day. Regardless of the amount on hand, all funds must be deposited at the end of each school week and on the last business day of each month. All deposits must be made with the finance officer or designee or in an official depository. Deposits in an official depository must be reported immediately to the finance officer or individual school treasurer by means of a duplicate deposit ticket.

Unless not feasible in a particular circumstance, the finance officer shall provide for sufficient segregation of duties to ensure that the individual making a deposit is not the same individual who collects, prepares, and/or records the deposit. All moneys collected, but not promptly deposited shall be kept in a secured drawer, cabinet, or safe with access limited to an authorized officer, employee, or agent. Authorized individuals shall be kept to the minimum necessary to achieve adequate internal controls and segregation of duties as determined appropriate by the finance officer.

The finance officer may at any time audit the accounts of any officer, employee or agent who collects or receives any taxes or other monies and may prescribe the form and detail of these accounts. The accounts of such an officer, employee or agent must be audited at least annually.

Legal References: G.S. 115C-445

Adopted: February 8, 2016

Replaces: Policy 6.04, Management of Funds (in part)

Revised:

A. SELECTION AND EVALUATION

The superintendent shall select and the Watauga County Board of Education (the "board") will approve a school finance officer. The finance officer serves at the pleasure of the superintendent. The superintendent shall evaluate the finance officer to help ensure that all duties as required by law, board policy, and/or the superintendent are met.

B. DUTIES

The school finance officer provides critical services for the effective planning and use of fiscal resources. The school finance officer shall be responsible to the superintendent for:

1. keeping the accounts of the school system in accordance with generally accepted principles of governmental accounting, board policy, the rules and regulations of the State Board of Education, and the rules and regulations of the Local Government Commission;
2. utilizing an encumbrance system for tracking obligations;
- ~~2.3.~~ giving the preaudit and disbursements certificates required by G.S. 115C-441(a1) and (d1), respectively, and establishing procedures to assure compliance with the preaudit requirements;
- ~~3.4.~~ approving or disapproving a disbursement, in accordance with G.S. 115C-441(b), when a bill, invoice, or other claim is presented and establishing procedures to assure compliance with all applicable legal requirements for disbursements;
5. establishing procedures, as described in 20 N.C.A.C. 03.0409(a)(3) and 20 N.C.A.C. 03.0410(a)(2), for preauditing obligations that will be incurred by electronic payment and for disbursing funds by electronic transaction;
6. ensuring that school system personnel are adequately trained about the procedures to be followed for electronic transactions;
- ~~4.7.~~ signing and issuing all checks, drafts, and state warrants by the school system;
- ~~5.8.~~ investing the cash balance of any funds, subject to board policy 8110, Budget Resolution;
- ~~6.9.~~ receiving and depositing all moneys accruing to the school system;
- ~~7.10.~~ preparing and filing a statement of the financial condition of the school system as often as requested by the superintendent;

- 8.11. preparing and filing a statement of the financial condition of the school system when requested by the board of education or the board of county commissioners, but only if such requests are in writing and copied to the superintendent;
- 9.12. providing a copy to the board and notice to the county commissioners of any report received from the Teachers' and State Employees' Retirement System containing a list of employees whose retirement in the upcoming year would likely result in an assessment to the board for additional employer contribution;
- 10.13. performing such other duties as may be assigned by law, by the superintendent, or by rules and regulations of the State Board of Education and the Local Government Commission;
- 11.14. submitting reports to the Secretary of the Local Government Commission as required by law;
- 12.15. receiving and accounting for all clear proceeds of fines, penalties, and forfeitures and notifying the superintendent and board of such funds;
- 13.16. reviewing school improvement plans that provide for the transfer of funds between funding allotments or lease purchase contracts;
- 14.17. evaluating all continuing contracts, including the principal and interest to be paid, and making recommendations to the superintendent and reports to the superintendent and board as provided in board policy 6425, Continuing Contracts;
- 15.18. assisting the superintendent in the development of the budget;
- 16.19. prescribing the form and detail of records maintained by the school treasurer;
- 17.20. making salary deductions as provided in policy 7620, Payroll Deductions;
- 18.21. maintaining custody of the facsimile signature device as provided in policy 8330, Facsimile Signatures; and
- 19.22. maintaining custody of insurance policy and programs as provided in policy 8340, Insurance.

C. FIDELITY BOND

The finance officer shall carry a true accounting and faithful performance bond as provided in board policy 8530, Fidelity Bonds.

Legal References: G.S. 115C-105.25, -435, -436, -441, -442, -443, -445, -446, -448, -452, -528;
20 N.C.A.C. 03.0409, 20 N.C.A.C. 03.0410

Cross References: Preaudit and Disbursement Certifications (policy 6421), Continuing Contracts (policy 6425), Payroll Deductions (policy 7620), Budget Resolution (policy 8110), Facsimile Signatures (policy 8330), Insurance (policy 8340), Fidelity Bonds (policy 8530)

Adopted: February 8, 2016

Replaces: Policy 6.04, Management of Funds (in part)

Revised: March 15, 2018;

The Watauga County Board of Education (the “board”) affirms the State’s commitment to encouraging the participation of minority businesses in the school system’s building construction contracts. A minority business is defined in accordance with G.S. 143-128.2 and is one in which (1) at least 51 percent is owned by minority persons or socially and economically disadvantaged individuals, and (2) the management and daily business operations are controlled by one or more of the minority persons or socially and economically disadvantaged individuals who own it. Minority persons include African-Americans, those of Hispanic descent, Asian Americans, American Indians, and females.

A. GOALS

After notice and public hearing, the board hereby adopts an aspirational verifiable percentage goal of ____ percent for participation by minority businesses in the total value of work for each building project costing \$300,000 or more paid entirely from local or other non-state funds. In addition, the board adopts the state’s aspirational verifiable goal of 10 percent participation by minority businesses in the total value of work for each building project costing \$100,000 or more funded in whole or in part with state funds.

Only businesses holding current certification as a historically underutilized business will be considered eligible for inclusion in meeting the board’s participation percentage goals. Lack of certification, however, will not be considered in making a contract award decision.

B. SCHOOL SYSTEM GOOD FAITH EFFORTS

The board establishes the following guidelines for contracts subject to Section A to ensure that the school system will make good faith efforts to reach diverse contractors and to encourage participation in the school system’s construction contracts by such contractors. Before awarding a contract, the superintendent or designee shall:

1. make information about the school system’s formal and informal bidding process readily available;
2. develop and implement a minority business participation outreach plan to identify minority businesses that can perform building projects and to implement outreach efforts to encourage minority business participation in such projects;
3. advertise for bids in media that reach minority businesses;
4. designate a school official to attend the scheduled pre-bid conference to explain the school system’s minority goals and objectives;

5. at least 10 days prior to the scheduled day of bid opening, notify minority businesses of the following:
 - a. a description of the work for which the bid is being solicited;
 - b. the date, time, and location where bids are to be submitted;
 - c. the name of the individual within the public entity who will be available to answer questions about the project;
 - d. where bid documents may be reviewed; and
 - e. any special requirements that may exist.

For purposes of this provision, the minority businesses to be notified are those (1) that have requested notices from the school system for construction or repair work, and (2) those that otherwise indicated to the Office of Historically Underutilized Businesses an interest in the type of work being bid or the potential contracting opportunities listed in the proposal;

6. ensure that everyone who requests it has access to building documents needed for making bids on projects;
7. maintain documentation of any contacts, correspondence, or conversation with minority business firms made in an attempt to meet the goals;
8. review, jointly with the designer, the lowest responsible bidder's bid for compliance with all requirements of G.S. 143-128.2(c) and -128.2(f) prior to recommendation of the contract award;
9. encourage businesses experiencing difficulty in meeting the bonding, licensing, and bid deposits required by state law in larger construction projects to utilize resources and assistance offered by local, state, and federal agencies; and
10. provide information to bidders about the statewide uniform certification program for historically underutilized businesses.

C. GOOD FAITH EFFORTS REQUIRED BY CONTRACTORS

All bidders on school construction and renovation projects subject to Section A of this policy who intend to subcontract any part of the project must (1) identify the minority businesses to be used on the project and (2) provide affidavits indicating that a good faith effort has been made in preparing the bid to meet the board's verifiable goal for participation by minority businesses. Upon being named the apparent lowest responsible, responsive bidder, a bidder shall provide additional evidence of its good faith efforts as

required by law.

The level of minority participation in bidders' bids will not affect the contract award decision; however, the failure to provide documentation of a good faith effort to meet the board's goal may result in the bid being rejected as non-responsive.

Before recommending the award of a contract, the superintendent shall direct designated school officials to evaluate bidders' documents in accordance with applicable law and regulations to determine whether bidder good faith requirements are satisfied.

D. MONITORING

The superintendent or designee shall monitor payments made to minority businesses on each project subject to Section A to verify that the minority businesses actually working on the project and their level of participation is consistent with the representations made in the contractor's bid.

E. OTHER MINORITY BUSINESS RECRUITMENT EFFORTS

For building contracts that (1) are not subject to Section A and (2) cost at least \$30,000 but less than \$300,000, the board will solicit participation by minority business enterprises and maintain a record of contractors solicited and efforts to recruit minority participation.

F. REPORTING

The superintendent shall ensure that all required reports and other documentation are filed with the Department of Administration in accordance with legal requirements.

G. NONDISCRIMINATION

The board will award public building contracts without regard to race, religion, color, creed, national origin, sex, age, or disability. Nothing in this policy should be construed to require the board or contractors to award contracts or subcontracts to minority business contractors or minority business subcontractors who do not submit the lowest responsible, responsive bid or bids.

Legal References: *City of Richmond v. J.A. Croson Co.*, 488 U.S. 469 (1989); G.S. 143-128, -128.2, -128.3, -131(b); 01 N.C.A.C. 30I .0101-0310

Cross References:

Adopted:

The Watauga County Board of Education (the “board”) recognizes the importance of setting rigorous graduation requirements to help ensure that students are receiving an education that will prepare them to be career and college ready and productive members of society.

In order to graduate from high school, students must meet the following requirements:

1. successful completion of all course unit requirements as described in Section A; and
2. successful completion of cardiopulmonary resuscitation instruction and pass a skills test.; and
3. successful completion of all other requirements mandated by the board, as provided in this policy.

The principal shall ensure that students and parents are aware of all graduation requirements. Guidance program staff shall assist students in selecting their high school courses to ensure that students are taking all of the required units and selecting electives consistent with their post-graduation plans. For students who have transferred to the school system during high school or who, for other reasons, have completed course work outside of the school system, the principal shall determine what course work will be applied as credit toward graduation. The principal shall consider the requirements of the Interstate Compact on Educational Opportunity for Military Children (G.S. 115C-407.5) and the requirements of subsection C.3 of this policy in determining the graduation requirements for children of military families.

A. COURSE UNITS REQUIRED

All students must fulfill the course unit requirements of the Future-Ready Core Course of Study, unless they are approved for the Future-Ready Occupational Course of Study. The table in subsection A.1 below lists the course unit requirements for the Future-Ready Core Course of Study applicable to students who entered ninth grade for the first time during the 2013-14 school year or thereafter. Students who entered the ninth grade for the first time before the 2013-14 school year should consult their school counselor to determine applicable course unit requirements for graduation.

In accordance with policy 3101, Dual Enrollment, and State Board of Education requirements, students may earn high school credit for college courses completed. In addition, students may earn credit for certain high school courses in the Future-Ready Core Course of Study completed while in middle school, as authorized by the State Board of Education. Students also have the opportunity to meet course unit requirements without completing the regular period of classroom instruction by demonstrating mastery of the course material in accordance with policy 3420, Student Promotion and Accountability, and State Board of Education requirements. Watauga High School students may earn one or two units of credit upon successful completion of a course, depending on how the course

is offered.

All awards of high school course credit must be consistent with State Board of Education requirements. Any inconsistency between board policy and State Board graduation requirements will be resolved by following the State Board requirements. While the board endeavors to keep its policy up to date with current State Board of Education graduation requirements, students should verify current requirements with their guidance counselors when planning course schedules or making other decisions based on graduation requirements. Watauga High School students may graduate and receive a high school diploma when a combination of the following state and local requirements are met:

1. Future-Ready Core Course of Study Credits Required for Students Entering Ninth Grade for the First Time in 2013-2014 and Thereafter

Courses Required*	State Requirements	Local Requirements
English	4 sequential (English I, II, III, and IV)	4
Mathematics	4 (NC Math 1, 2, and 3 and a fourth math course aligned with the student's post-high school plans.)** (A principal may exempt a student from this math sequence. Exempt students will be required to pass NC Math 1 and 2 and two other application-based math courses or selected CTE courses, as identified on the NC DPI math options chart.)***	4
Science	3 (a physical science course, Biology, and earth/environmental science)	3
Social Studies	4 (including American History: Founding Principles, Civics and Economics; American History Parts I and II; and World History)****	4
Health/P.E.	1	2-one in Health/one in P.E.
Electives	6 (2 electives must be any combination of Career and Technical Education, Arts Education, or World Language; 4 must be from one of the following: Career and Technical Education, J.R.O.T.C., Arts Education, or any other subject area or cross-disciplinary course. A four-course concentration is recommended.)*****	11- five approved by Watauga County BOE or from NC Standard Course of Study
Total Credits	22	28*****

* Certain International Baccalaureate (IB), Advanced Placement (AP), and Cambridge International Examination (CIE) courses will satisfy specific graduation requirements. See SBE Policy GRAD-008.

** Students entering ninth grade for the first time prior to the 2014-15 school year have alternate math course options. See SBE Policy GRAD-004.

*** Students seeking to complete minimum course requirements for UNC universities must complete four mathematics courses, including a fourth math course with Math 3 as a prerequisite. The math options chart is available at <http://maccss.ncdpi.wikispaces.net/file/view/Math%20Options%20Chart%209.5.2014.pdf/522504358/Math%20Options%20Chart%209.5.2014.pdf>

**** American History: Founding Principles, Civics and Economics must follow the North Carolina Standard Course of Study (NCSCOS) in its entirety and may not be satisfied by an

AP/IB/CIE course, dual enrollment, or any other course that does not fully address the NCSCOS.

***** Students seeking to complete minimum course requirements for UNC universities must complete two credits of a single world language.

*****Students may earn course credit for the successful completion of courses through a university, community college, or distance learning. (See Watauga County Board of Education Policy 3101: Dual Enrollment and Policy 3102: Online Instruction)

2. Future-Ready Occupational Course of Study Credits Required (only available to certain students with disabilities who have an IEP)

Courses Required	State Requirements	Local Requirements
English	4 (including English I, II, III, and IV)	4
Mathematics	3 (including Introduction to Math, NC Math I, and Financial Management)	3
Science	2 (including Applied Science and Biology)	2
Social Studies	2 (including American History: Founding Principles, Civics and Economics; and American History I or American History II)	2
Health/P.E.	1	2
Career/Technical	4 (Career/Technical Education electives)	4
Occupational Preparation	6 (including Occupational Preparation I, II, III, and IV, which require 150 hours of school-based training, 225 hours of community-based training, and 225 hours of paid employment*)	6
Electives	0	5- five approved by Watauga County BOE or from NC Standard Course of Study
Other Requirements	<ul style="list-style-type: none"> • Completion of IEP objectives • Career Portfolio 	
Total Credits	22	28**

* Paid employment is the expectation; however, when paid employment is not available, 225 hours of unpaid vocational training, unpaid internship experience, paid employment at community rehabilitation facilities, and volunteer and/or community service hours may substitute for 225 hours of paid employment.

**Students may earn course credit for the successful completion of courses through a university, community college, or distance learning. (See Watauga County Board of Education Policy 3101: Dual Enrollment and Policy 3102: Online Instruction)

B. HIGH SCHOOL FINAL EXAMS AND END-OF-COURSE TESTING

High school students must take all end-of-course (EOC) tests, NC Final Exams, and Career and Technical Education State Assessments (CTE Post-Assessments) required by the State Board of Education and pursuant to policy 3410, Testing and Assessment Program. Students shall attain passing scores on exit standards adopted by the North Carolina State Board of Education and administered by Watauga County Schools.

C. SPECIAL CIRCUMSTANCES

The board adopts the following policies with regard to graduation.

1. Honor Graduates

Honor graduates may be designated by principals on the basis of criteria established by the superintendent. Recognition of honor graduates may be included in graduation programs.

2. Students with Disabilities

Graduation requirements must be applied to students with disabilities to the extent required by state and federal law and State Board policy.

3. Children of Military Families

In order to facilitate the on-time graduation of children of military families, the board adopts the following policy provisions for students to whom the Interstate Compact on Educational Opportunity for Military Children applies.

a. Waiver Requirements

Specific course work required for graduation will be waived if similar course work has been satisfactorily completed in another school system. If a waiver is not granted, school administrators shall provide the student with reasonable justification for the denial. If a waiver is not granted to a student who would qualify to graduate from the sending school, the superintendent or designee shall provide the student with an alternative means of acquiring the required course work so that the student may graduate on time.

b. Testing Requirements for Graduation

The superintendent shall accept the following in lieu of any local testing requirements for graduation: (1) the end-of-course exams required for graduation from the sending state; (2) national norm-referenced achievement tests; or (3) alternative testing. If these alternatives are not feasible for a student who has transferred in his or her senior year, subsection c below will apply.

c. Transfers During Senior Year

If a child of a military family who has transferred at the beginning of or during his or her senior year is ineligible to graduate from the school system after all of the alternatives listed above have been considered and the student

meets the graduation requirements at his or her sending school, then school officials from the school system shall collaborate with the sending school system to ensure that the student will receive a diploma from the sending board of education.

4. Early Graduation

Graduation prior to that of one's class may be permitted on the basis of criteria approved by the board upon recommendation by the superintendent.

5. Graduation Certificates, Transcripts, and Participation

Graduation certificates will be awarded to eligible students in accordance with the standards set forth in State Board policy.

Transcripts may be issued to all students receiving a diploma or certificate. The transcript shall provide all information required by State Board of Education policy GRAD-009 and/or other State Board policies as appropriate.

Participation in graduation and baccalaureate ceremonies is optional. Students who have completed all graduation requirements, have paid all fees, and have the approved graduation attire and diploma may participate in graduation exercises.

Exceptional Children who have satisfactorily completed the course of study prescribed in their Individual Education Plans are eligible to participate in graduation exercises.

6. Diploma Endorsements

Students have the opportunity to earn one or more of the following diploma endorsements identifying a particular area of focused study: (1) Career Endorsement, (2) College Endorsement (two options), (3) North Carolina Academic Scholars Endorsement, and/or (4) a Global Languages Endorsement. No endorsement is required to receive a diploma.

7. Grade Replacement

Students are permitted to repeat a course for credit when they have failed a course; however, students are not permitted to repeat a passed course for grade replacement.

Legal References: G.S. 115C-12(40), 47, -81.25(c)(10)(c), -81.45(d)(1), -174.11, -276, -288, -407.5; GS 116-11(10a); State Board of Education Policies CCRE-001, GRAD-004, GRAD-007, GRAD-008, GRAD-009, GRAD-010, TEST-003

Cross References: Goals and Objectives of the Educational Program (policy 3000), Dual Enrollment (policy 3101), Online Instruction (policy 3102), Testing and Assessment Program

(policy 3410), Student Promotion and Accountability (policy 3420), Citizenship and Character Education (policy 3530), Children of Military Families (policy 4050)

Adopted: September 14, 2015

Revised: November 9, 2015; October 10, 2016; August 14, 2017; June 11, 2018

Replaces: Policy 4.04.50, Exit Documents at Graduation; policy 4.04.70, Graduation Requirements; policy 4.03.35 Accountability Standards (in part)